

CAMARILLO LIBRARY

COMMUNITY LIBRARY NEEDS ASSESSMENT

PART I. NEEDS ASSESSMENT METHODOLOGY

Executive Summary: Needs Assessment Methodology

The library service needs of residents in the Camarillo Library community were thoroughly assessed over a two-year period from late 1999 to early 2002. This assessment involved the participation of a wide range of individuals, groups, organizations and agencies. It also involved a detailed analysis of demographic data, school evaluations, and library service and facility information.

Through a variety of methods and input opportunities, special efforts were made to obtain a true and accurate understanding of the local community's character, conditions, needs and desires with respect to its public library. The process involved countless public meetings and dialogue networks, consultant facilitation and technical analysis, citizen participation forums, interagency planning and collaboration, and thoughtful evaluation and decision-making.

This section on Needs Assessment Methodology describes how residents, library patrons, students, parents, senior citizens, businesspersons, library personnel, educators, consultants, organizations and governmental bodies were involved in evaluating the library needs of the community. It also describes the creation of a joint venture partnership between the public library, a local school district and city hall for developing a community library that serves both public library patrons and public school students.

I. A. Involvement of Community Residents, Organizations and Special Groups

Camarillo Library is operated by the **Ventura County Library** and serves all residents of **Library Service Area 1** in the eight-area county system. The presiding body is the **Ventura County Library Services Commission** composed of a county supervisor, local elected officials from each service area and county library staff. The Commission reviews matters of revenue collection, budgeting, asset management and library operations in monthly public meetings to which citizens are invited for participation and testimony. For many years, County Library commissioners, administrators and branch staff have heard from the public on the pressing need for expanded library services in Service Area 1, however, county budget limits and ERAF property tax shifts have left them with serious constraints.

The **City of Camarillo** has had a principal role in Camarillo Library since 1971 when it entered into a joint powers agreement with the County to form the Camarillo Library Authority. The Authority took responsibility for issuing bonds to finance the construction of the current library building. Camarillo citizens also contribute annual property tax revenue for library operations and maintenance. The **Camarillo City Council** regularly addresses library related questions and issues in public meetings and hearings, and receives testimony and input from citizens.

In addition, the City has a **City Council Library Committee** composed of Councilmembers, the City Manager, Assistant City Manager, Ventura County Library Director, Camarillo Library Manager and the Friends of Camarillo Library President. The Library Committee convenes on matters related to the library in noticed public meetings.

The **Friends of Camarillo Library** is a dedicated community-based volunteer organization that has provided ongoing citizen support to Camarillo Library since 1974. The Friends has 675 dues-paying members and over 200 active volunteer members. They raise funds, purchase substantial collections and resource materials, operate a bookstore and sponsor library events. Through its executive officers, membership and monthly newsletter *Amigos*, the Friends assisted the needs assessment process with publicity, outreach and participation. The Friends attended all public meetings, focus groups and library tours.

On a regular basis, the Ventura County Library, the City and the Friends receive comments, requests and complaints from **Youth and Adult Users** expressing their desire and need for better library services. **Residents** have increasingly voiced concern over deficiencies in the library. In 1998, for instance, local residents sent over 200 letters urging the City to increase funding for the library and improve its physical space and collections.

In April 2000, by recommendation of the Library Committee, the City of Camarillo retained the library consulting firm, **Kathryn Page Associates (KPA)** with **Group 4/Architecture Research + Planning, Inc.**, to conduct an analysis of the existing library facility and a study of the community's current and future library needs. When initial findings showed a need for a library four times the current size, the consultants were also directed to make facility recommendations, evaluate 12 potential sites, and provide cost estimates.

A **Camarillo Library Project Committee** was formed which included City Councilmembers Charlotte Craven and Mike Morgan, Assistant City Manager Larry Davis, Ventura County Library Director Starrett Kreissman, Camarillo Branch Manager Sandi Banks, Friends of the Library former President Betty Sullivan, Pleasant Valley School District Instructional Media Coordinator Sherri Kerman, KPA library consultant Kathryn Page and Group 4 architect Wayne Gehrke.

Kathryn Page conducted 10 diverse community focus groups, as well as staff and stakeholder interviews to identify library service and facility needs. Input was provided by **high school students, parents, teachers, ESL students and parents, senior citizens, business persons, library patrons and staff, school PTSAs, Camarillo High School, the Camarillo Chamber of Commerce, Leisure Village Retirement Community and the Camarillo Boys and Girls Club** were participating organizations. The average focus group attendance was 15-20 people.

At the same time, Group 4/Architecture analyzed the existing facility and its building systems. The current collection, seating, technology and other building and space components were quantified and compared to professional library standards and guidelines. Targets for future collection size and allocation, seating capacity and other measures were developed in line with the community input received.

A draft study based on a 2015 service area population of 96,000 and a facility of 65,000 square feet was prepared and reviewed by the Library Project Committee. The Camarillo City Council then reviewed, discussed and heard public comments on these draft findings in open public meetings and

hearings. In March 2001, KPA presented the completed Camarillo Library Services and Facilities Needs Study to the City Council in a public meeting. (See Exhibit 4)

During the remainder of 2001, the Camarillo City Council continued the public dialogue in numerous open public meetings and study sessions on library needs, services, size, costs and site alternatives. Elected officials and administrators from **federal, state, county, city, library, school district and the new California State University Channel Islands** held numerous dialogue meetings on library issues and resource sharing. Meetings were held with Congressman Elton Gallegly, Assemblyman Tony Strickland, County Supervisor Kathy Long, CSUCI Presidents J. Handel Evans and Richard Rush, Oxnard Union High School Superintendent Gary Davis and Pleasant Valley School District Superintendent Howard Hamilton.

In addition, the public was invited to join organized library tours to several Southern California libraries to gather information on state of the art facilities. These fact-finding tours included the City Council and staff, County Library staff and Friends of Camarillo Library.

In November 2001, the City retained the architectural services of experienced library designers, **Charles Walton Associates (WPA)**. Under the guidance of CWA President, Stephen Finney, input was gathered from librarians, public officials and the community at large on design concepts and space planning for an improved Camarillo Library. In January through April 2002, CWA made presentations and elicited dialogue at public design meetings in City Hall and in a day-long “Design Camp” held at Camarillo Library and attended by nearly 40 people. **Parents, senior citizens, business owners, librarians, Friends, volunteers and public officials** attended this participatory forum on library design and function.

From early 2000 to mid-2002, the needs assessment process enlisted the involvement of a broad spectrum of residents, customers, stakeholders, organizations and agencies that are affected by the services of Camarillo Library. The community dialogue on library service and facility needs generated widespread community interest and a strong local “buzz.” The **news media** frequently carries feature articles and letters to the editor. Publicity, classroom discussions and local forums have stimulated frequent letters from citizens of all ages pleading for better library facilities and resources.

Very young students have written to say that Camarillo Library is so small and its books so limited, they are forced to travel to other libraries to do school projects. Adults have complained that the library has long waiting periods and substandard collections, seating, computers, lighting, parking and physical appearance. New residents have expressed dismay at the inadequacy of the facilities compared to what they experienced in other communities. The library has even been called “appalling” and a “disgrace” by residents. One longtime resident wrote that she is “sad and discouraged to see the deterioration of the Camarillo Library over the 22 years we’ve lived here.” Young and old alike agree that the condition of Camarillo Library is far below the quality, standards, needs and aspirations of the larger community.

I. B. Joint Use Planning with Schools

Throughout 2000 and 2001, joint library services were explored in a series of dialogue sessions and meetings involving the **City Manager, County Library Director, President of CSU Channel Islands, Superintendent of Oxnard Union High School District, Superintendent and Instructional Media Coordinator of Pleasant Valley K-8 School District, and the Principal and**

Librarian of Camarillo High School. A climate of mutual support and agreement was clearly evident, as was a shared desire to interface and exchange library customers and resources. Everyone has a stake in facilitating the successful matriculation of students from one educational level or institution to the next. Everyone could understand and agree on the supremely important role that libraries have in the educational process.

At the same time, **school principals, teachers, library and media center coordinators, PTA parents and students** provided detailed input through reports, surveys, meetings, interviews and focus groups to define the specific school and public library needs of students, families and school personnel. By October 2001, it was determined that Camarillo Library could most effectively respond to community needs through a **joint venture program** with the **Pleasant Valley School District (PVSD)** for Kindergarten through 8th grade students. The areas of greatest need for this joint school-library collaboration were **reading and information literacy, academic and curriculum support, tutor referral and library staff development**. The mission was to provide special programs for younger students to facilitate current scholastic success and to prevent future academic failure in the higher grades.

The **School-Library Joint Venture Planning Team** was formed as a cooperative to develop this joint use program. The team members from Pleasant Valley School District are the District Library Director-Instructional Media Coordinator, Library Services Specialist, English Language Learning Coordinator, and a credentialed Elementary Teacher. The Ventura County Library is represented by the Library Director, Children's Librarian, Reading Program Manager and Camarillo Library Manager. The Assistant City Manager and Assistant to the City Manager represent the City of Camarillo.

School library needs assessment information was collected from library service surveys, school needs assessment surveys and committee meetings on the library media centers. **PVSD students, teachers, parents, PTAs, PTOs, library staff and volunteers** participated in these evaluations. The Joint Venture Planning Team analyzed survey results, held brainstorming sessions, and reviewed *PVSD Library Improvement Plans* and *Annual Reports for PVSD Library Media Centers* from 1995 to 2001.

As a result of the joint planning between the Ventura County Library, the Pleasant Valley School District and the City of Camarillo, a joint venture library program was developed for authorization by the **Ventura County Board of Supervisors, the Pleasant Valley School District Board of Trustees, and the Camarillo City Council**.

I. C. Methods Used to Elicit Community Input

Community input on the needs of both the public library and K-8 school libraries was obtained through a variety of methods. The needs of Camarillo Library was discussed in **public meetings and hearings** held by the Ventura County Library Services Commission, the Camarillo City Council and the Camarillo Library Committee. These public meetings are advertised on the cable access channel and on posted notices. The Camarillo City Council also held several **study sessions and library tours** to which the public was invited and library issues and needs were discussed in depth. Since late 1999, the library was a topic of public discussion at **over 20 public City Council meetings**. Citizens attended and testified at many of these meetings.

In the spring of 2000, the City conducted a series of **10 community focus groups** facilitated by Kathryn Page Associates (KPA). The separate group sessions included: the public-at-large, elementary school ESL parents, high school students, parents and PTA, educators, senior citizens, businesspersons, Friends of the Library, and staff of Camarillo Library. These well-attended focus groups were structured to elicit the perspectives and opinions of various interest groups regarding the following topics:

- Usage of Camarillo Library
- Usage of other libraries
- Satisfaction with services, collections, programming, computers, seating and meeting room
- Space, interior environment, ambience, building, parking and location
- Trends affecting interest or population group
- Type of library needed
- Most important library features and services

Community input on the needs of the Pleasant Valley School District Library system was elicited from the above meetings and focus groups, and from **school library needs and evaluation surveys** given to students, parents, staff, teachers and volunteers at the 12 elementary and 2 middle schools in the PVSD system. The survey inquiries on each school library focused on:

- Collections and inventories
- Book to student ratio
- Special academic programs (e.g., remedial, gifted)
- Learning challenges (e.g., special education, language literacy)
- Special needs students
- Computer equipment and resources
- Reference materials

In the first four months of 2002, Steve Finney of Charles Walton Associates led several public **facility design and space planning workshops**. He made presentations on architectural style and themes, site planning and library space allocation. Professional and public opinion was gathered on library size, aesthetic and functionality needs.

Community input was further provided by **Friends of Camarillo Library**, which has 725 members and meets monthly to discuss library needs and plan programs. In addition, **hundreds of letters and emails** have been sent from community members of all ages. Finally, the local **newspapers** carried **feature articles** that generated **letters to the editor** and **letters to agencies**.

PART II. COMMUNITY ANALYSIS

Executive Summary: Community Analysis

To be a valued and lasting public institution, Camarillo Library must be relevant and responsive to the community it serves. To ensure that the library's goals, plans and services accurately represent local community needs and agency capacities, a detailed community analysis was conducted. This analysis presents a factual and objective description of the community. It identifies the decision makers, planners and service providers, in addition to the many people and groups that make up the service area population.

The first part of the community analysis discusses the role of the City of Camarillo and County of Ventura, which are the governmental agencies influencing the planning of the proposed library facility project. This part also describes the project's joint venture partnership with the Pleasant Valley School District, as well as the other local schools and organizations that will be served by the library.

The community analysis then provides a complete demographic profile of the Camarillo Library Service Area population using the most current and descriptive data available. Census and other statistical information is presented on population size and growth trends, race and ethnicity, age distribution, income and poverty, education, occupation, unemployment, housing values, literacy rates and academic performance.

The final segment of the community analysis is an explanation of the community characteristics found in the demographic and profile information. The findings reflect a community with many positive successes and accomplishments. The majority enjoys good education, employment, income and quality of life. On the other hand, there are also large groups who face severe disadvantages. These include with those with very low income, advancing age, cultural barriers, literacy problems and low academic performance. Among the hardest hit are the substantial numbers of farm workers and homeless persons.

II. A. Governmental Agencies, School Agencies and Community Organizations

1. Governmental Agencies that will have an influence on the planning are the City of Camarillo and the County of Ventura. The following describes the nature of their relationship to the project, key individuals and their roles.

1.1 City of Camarillo: The grant applicant and lead agency on the project. By current Memorandum of Understanding with Ventura County Library, all capital improvements to community libraries in the County system are the responsibility of the contracting local communities. The City is thus advancing funds for all expenses related to planning a new library facility and preparing the State Library Bond Act grant application. These costs include: library consultant, land purchase, architectural and engineering services, environmental consultant, geotechnical investigations, soils analysis, property appraisal and staff resources. The City has also assumed responsibility for the required 35% local match under the Bond Act.

The City of Camarillo would hold title to the land and facilities of the proposed *New Camarillo Library* and would contract with Ventura County Library for increased library operations and maintenance. The City of Camarillo would also enter into a Memorandum of Understanding for the joint venture *Camarillo Library Learning Center* with the Ventura County Library and the Pleasant Valley School District.

The City of Camarillo is governed by the five-member City Council composed of Mayor Jeanette McDonald, Vice Mayor Charlotte Craven and Councilmembers Kevin Kildee, Michael Morgan and Donald Waunch. As of November 2001, the full City Council is serving as the City's Library Committee. City Manager Jerry Bankston is the Library Project Manager. Assistant City Larry Davis provides project development support and Assistant to the City Manager Gail Doi coordinates the Library Bond Act grant application and compliances.

The *Community Library Needs Assessment* and *Library Bond Act Grant Application* were prepared by Ms. Doi. Kathryn Page Associates (KPA) provided building and space allocation data for the *Needs Assessment* and prepared the *Library Building Program*. The project architect is Stephen Finney of Charles Walton Associates. The Camarillo Planning Commission, the Community Development Department under Director Bob Burrow, and the Public Works Department under Director Robert Westdyke, provide oversight on environmental review, design, construction and engineering.

1.2 County of Ventura: The governmental jurisdiction of the Ventura County Library which operates fifteen (15) libraries in eight (8) Service Areas for seven (7) cities and six (6) unincorporated communities. Ventura County is governed by the Board of Supervisors composed of Steve Bennett (District 1), Frank Schillo (District 2), Kathy Long (District 3), Judy Mikels (District 4) and John K. Flynn (District 5).

The Ventura County Library Services Commission, currently chaired by Councilmember L. Paul Miller (City of Simi Valley), oversees the County Library system. The Commission is composed of one County Supervisor and Alternate and Councilmembers from the seven cities and their Alternates. The County Library Director is Starrett Kreissman, who is on all project planning and management teams, along with Sandi Banks, Camarillo Library Manager. Mrs. Kreissman prepared the *Library Plan of Service*.

The County of Ventura owns the existing Camarillo Library facility and would contribute the proceeds from its lease or sale to the operation of the proposed *New Camarillo Library*. The County currently contracts with the City of Camarillo for library services and utilizes property tax revenues from the City of Camarillo and the surrounding Unincorporated Areas of Library Service Area 1. Ventura County Library would be the operator of the proposed *New Camarillo Library* under contract with the City of Camarillo. Ventura County Library would also carry out joint use programs and services with the Pleasant Valley School District in the proposed library facility as specified by Memorandum of Understanding.

2. School Agencies to be served by the proposed project are Pleasant Valley School District through a joint venture agreement, as well as all public and private schools in and around the library service area. School agencies and their service needs are discussed below.

2.1. Pleasant Valley School District (PVSD): The joint venture school partner in the proposed project. PVSD was established in 1868 and is the oldest existing school district in Ventura County. PVSD encompasses 75 square miles including 20 square miles of Camarillo and surrounding unincorporated areas and greenbelts.

The District operates 14 elementary and middle schools on 13 sites, and educates over 7100 students. Twelve schools are within the City of Camarillo and two are in surrounding unincorporated areas. The large majority of K-8 public school students in Library Service Area 1 attend PVSD schools. An additional 1050 public elementary students in Service Area 1 are in Somis Union Elementary School District and Mesa Union Elementary School District, which each operate one elementary school.

Pleasant Valley School District is governed by a Board of Trustees composed of five members who are elected at-large. They are: President Jennifer Miller, Clerk Sandra Berg, Trustee Dolores “Val” Rains, Trustee Ron Speakman and Trustee Suzanne Kitchens. The Superintendent is Dr. Howard Hamilton and Assistant Superintendents are Barbara Wagner, Educational Services, and Jan Maez, Fiscal and Administrative Services.

The District Library of PVSD administered by Sherri Kerman, Instructional Media Coordinator serves the needs of school staff and students by supplying educational media and materials for individual school libraries. PVSD also has a Library Service Specialist, English Language Learning Coordinator, Director of Educational Technology and an Instructional Media Standing Committee of parents, teachers, and administrators that oversee the selection and adoption process. Each school in the District has a small library staffed by a Library Media Technician and Volunteers, as well as a School Site Council composed of staff, students and parents.

In Fall 2002, PVSD’s El Rancho Elementary School will become a charter school called University Preparation School and will be operated in partnership with Cal State University, Channel Islands. About 250 neighborhood students, a large number of whom are English Language Learners, will be able to participate in this academically enriched teacher training school. The proposed *New Camarillo Library* will be able to offer special collections and services to this exciting new school program.

The schools in the Pleasant Valley School District are:

- Bedford Open (K-5)
- Camarillo Heights (K-5)
- Dos Caminos (K-5)
- El Descanso (K-5)
- El Rancho Structured (K-5) - CSUCI Charter School
- Las Colinas (4-8)
- Las Posas (K-5)
- Los Altos Middle (6-8)
- Los Nogales (K-5)
- Los Primeros Structured (K-8)
- Monte Vista Middle (6-8)
- Santa Rosa (K-5)
- Tierra Linda (K-3)
- Valle Lindo Elementary (K-5)

Public library services that are most needed by PVSD and other K-8 schools in the area are extended hours, larger collections of fiction, nonfiction, reference and international language materials, academic support and homework assistance, literacy programs, tutor referrals and library staff development. These needs will be addressed in the *Camarillo Library Learning Center*, a joint venture program under the proposed project. The library service needs of schools are fully described in Part III.B and Part IV.B.

2.2. Other Public and Private Schools and Educational Institutions: While the joint venture program specified by Memorandum of Understanding is with Pleasant Valley School District only, the *New Camarillo Library* will certainly continue to serve all students, teachers and parents of public and private schools in Library Service Area 1. Moreover, the collections, research and reference materials, computer technology, homework center, literacy center, tutoring exchange, group study rooms and meeting rooms will be open to the entire service area population. The library services and facilities, available to all educational affiliates and concerns, will be vastly improved by the proposed project.

Other schools serving the Library Service Area 1 population, which will benefit from the proposed *New Camarillo Library* are listed below:

Public Schools in Camarillo and Library Service Area 1

Mesa Elementary School (K-8), Mesa Union Elementary SD
Somis Elementary School (K-5), Somis Union SD
Somis Middle School (6-8), Somis Union SD
Camarillo High School (9-12), Oxnard Union High SD
Rio Mesa High School (9-12), Oxnard Union High SD
Frontier High Continuation High School (9-12), Oxnard Union High SD
Dorothy Boswell Special Education School (Severely Handicapped), Ventura
County Superintendent of Schools Office (VCSSO)
Phoenix Day Treatment School (K-12), VCSSO
Regional Occupation Program (HS-Adult), VCSSO
Gateway Community School (9-12 Pregnant/Teen Parent/Court), VCSSO

Private Schools in Camarillo and Library Service Area 1

St. Bonaventure High School (9-12)
Camarillo Christian School (K-6)
Carden School (Pre-K-8)
Cornerstone Christian School (PreK-12)
Pleasant Valley Baptist School (K-6)
St. Mary Magdalen School (K-8)

Colleges and Universities In or Adjacent to Library Service Area 1

California State University Channel Islands
California Lutheran College
Moorpark Community College
Oxnard Community College
St. John's Seminary and College
University of California, Santa Barbara (Ventura Satellite)
University of Phoenix
University of La Verne
Ventura College of Law
Ventura Community College
West Coast University

3. Community Organizations that will be served by the project and their service needs are identified below and represent a small sampling.

3.1 Friends of the Camarillo Library: Since the 1974 dedication of the current Camarillo Library, the Friends has been an active volunteer support organization with 675 members. They raise funds through dues, book sales and donations and purchase much needed collections and equipment for the library. The Friends receive 2500 to 4000 used books each week for resale. They also sponsor reading programs, special events and a building fund drive. In the fall of 2000, in the absence of space at in the Library, the Friends opened a bookstore in a local shopping center which they operate Monday through Saturday.

Friends of Camarillo Library is led by a five-member Board of Executive Officers whose current President is Ms. Robbin Roberts. The proposed *New Camarillo Library* would include long needed space to accommodate a Friends bookstore, displays, storage and book processing work area.

3.2 Pleasant Valley Education Foundation: A non-profit volunteer organization whose purpose is funding, supporting and enhancing visual and performing arts and implementing technology as a learning tool in every classroom of the Pleasant Valley School District. The enlarged collections and space allocations for academic support and cultural enrichment will enhance the Foundation's purpose and programs.

3.3 Camarillo Boys and Girls Club: Operates daily after school programs and sponsors the biennial Camarillo Academic Olympics competition for grades 4-8. Would benefit from the tutoring exchange, literacy center, homework assistance center, computer access and other library resources and services for children and youth proposed in the new *Camarillo Library Learning Center*.

3.4 Camarillo Senior Citizens Center: Provides social services and meals to the large elderly community in the service area. Through special transportation, visits to the library could be available to meet senior needs for audiovisual and large print collections, comfortable seating areas, literacy tutoring and special events offered in the proposed new library.

3.5 Braille Institute of Los Angeles: As a branch library to the Los Angeles headquarters, an improved Camarillo Library with physical ADA accommodations and appropriate seating will complement the special collection and remove existing barriers to the sight impaired.

3.6 RAIN Homeless Shelter: Special academic and literacy assistance is needed by children in homeless families. The proposed *New Camarillo Library* will offer access to reading, audiovisual, computer and staffing resources for learning assistance and recreational activity that is not available to children or adults who are homeless or in serious poverty. PV School District enrolls approximately 130 homeless children.

3.7 Pleasant Valley Historical Society: Operates the Pleasant Valley Museum and Botanical Gardens in Camarillo. Maintains artifacts, a small library and exhibits of the Pleasant Valley area, including Camarillo, Somis, Santa Rosa Valley and Las Posas Valley (area identical to Library Service Area 1). Historical Society is in need of collections assistance, community meeting space and exhibit space. It would utilize the expanded historical collection, database and reference capabilities of the proposed *New Camarillo Library* for research and resource development.

3.8 Camarillo Ranch Foundation: This historic preservation organization is restoring the Camarillo Ranch House and grounds. Camarillo Ranch is the original home of city founder, Adolfo Camarillo and family, and it conveys the history and cultural heritage of Camarillo and surrounding area. The Foundation is also developing educational materials and will benefit from the historical collection and research assistance provided at the proposed library.

3.9 World War II Aviation Museum: Maintains exhibits, a small library and docent-led aircraft tours at Camarillo Airport. Museum is in need of historical information, research and reference tools, and library training and resource sharing.

3.10 Camarillo Chamber of Commerce: The proposed *New Camarillo Library* will have expanded business reference and magazine collections. They will reflect traditional as well as new industries in the area, from agriculture to high technology to biogenetics. The local business community and young adult students workers have expressed a need for more business and employment resources at the library.

II. B. Demography of Library Service Area

1. Demographic Setting

Camarillo Library is one of 15 libraries in the **Ventura County Library (VCL)** system. VCL provides library services to seven cities and surrounding unincorporated areas. Divided into eight (8) Library Service Areas, the Ventura County Library serves a population of 430,000 in a 1,809 square mile area. (See Exhibit 1, Map 1-A Ventura County Library Service Areas 1-8)

Camarillo Library is the only public library serving all of **VCL Library Service Area 1**. At only 16,500 square feet, it is one of only three categorized as “large” libraries in the entire County system. Library Service Area 1 is a 93.3 square mile portion of eastern Ventura County, located on a coastal plain 50 miles north of Los Angeles and 50 miles south of Santa Barbara. It encompasses the 19.86 square mile City of Camarillo, the unincorporated county areas of Camarillo Heights, Somis, Las Posas Valley, Santa Rosa Valley and Pleasant Valley, as well as the emerging California State University Channel Islands campus and community.

In the last 30 years, the Camarillo Library service area has undergone a rapid transition from a predominantly rural and agricultural setting to a complex residential and commercial civic environment. Most of the Service Area population is concentrated in and around Camarillo, with surrounding agricultural greenbelts and hillside open space. (See Exhibit 1, Map 1-B VCL Library Service Area 1)

2. Data Available for Project Service Area

Whenever possible, demographic and other information on County Library Service Area 1 are presented, however, detailed historical data is not available. Because the majority of the Service Area 1 population resides in Camarillo and because Camarillo's demographic information is widely available, the City of Camarillo is frequently referenced. Camarillo's demographic profile is moreover very similar to and, therefore, representative of the larger County Library Service Area 1. In addition, at this writing only the data for population, gender, race and age is available from the 2000 U.S. Census. Income, education, occupation and other 2000 data is not yet available from the U.S. Census, therefore, other sources are referenced when necessary.

3. Population Characteristics

3.1 Population Size and Projected Growth

According to the 2000 Census, the total **County Library Service Area I** population is **66,345**. This includes Camarillo CCD (Census County Division), Las Posas CCD and Census Tract 53.03. Together, these contiguous census divisions comprise an area that is slightly larger than Service Area 1, with the excess being mountains or agriculture. (See Exhibit A, Map A-1)

The total 2000 Census population count for the **City of Camarillo** is **57,077**. For four decades, the Camarillo area has been in a high growth pattern and this is expected to continue well into 2020. Currently, 86% of the Library Service Area 1 population resides in the City of Camarillo, and the demographic characteristics of the two designated areas closely parallel one another.

Having incorporated in 1964, the City's population alone increased **from 2,359 in 1960, to 57,077 in 2000**. Between 1960 and 1970, Camarillo's population increased 715% to 19,219. From 1970 to 1980, the City's population almost doubled by growing 97% to 52,303. In that decade, Camarillo was ranked the 28th fastest growing city in the state. By contrast, growth rates for the period in the State and County were 18.5% and 40% respectively. In 1999-2000, Camarillo was still ranked in the top 25th percentile for one-year growth in California. Since the Camarillo Library was built in 1974, the City and the Service Area populations have grown 300%.

By the year 2020, the City of Camarillo's population is expected to grow another 37% to 78,000, and the Library Service Area's population another 43% to 95,000. Much of this local growth is driven by population growth trends in the County and the State. The Ventura County population is projected to increase by 23.8%, from 753,197 in 2000 to 932,300 in 2020. California is projected to grow by 32.7% between 2000 and 2020, from 33.9 million to 45 million. Locally, the Library Service Area population will be immensely impacted by the new California State University Channel Islands, which opens in Fall 2002 with a planned enrollment of 25,000 students by 2020.

Library Service Area 1 also has a rapidly growing business and employment sector. It is a key section of the Highway 101 “high tech corridor” of electronics, biotech, communications and specialty product industries. It is the location of the largest and most successful premium outlet mall in the county. The Camarillo Chamber of Commerce estimates that the area employs 40% of its own resident workers and that the daytime population swells with over 20,000 incoming workers.

To stay abreast of population growth, local housing development also continues at a rapid pace. From 1998 to 2001, Camarillo’s housing stock increased by 1683 new units. In 2002, a new residential community with 1,060 housing units will go into construction. CSUCI has also begun the development of 900 new housing units for campus personnel.

Table 1 shows Population Growth in the City of Camarillo from 1960 to 2000. *Table 2* compares 2000 population counts with 2020 population estimates for California, Ventura County, Library Service Area 1 and the City of Camarillo.

Table 1
Population Growth, 1960-2000
City of Camarillo

Year	Population	% Change
1960	2,359	--
1970	19,219	715%
1980	37,797	97%
1990	52,303	38%
2000	57,077	9%

Source: 1960-2000 U.S. Census

Table 2
Current and Projected Population, 2000 and 2020
City, Service Area, County and State

Jurisdiction	2000 Census Population¹	2020 Estimated Population	% Change
City of Camarillo	57,077	78,000 ²	36.7%
Library Service Area 1	66,345	95,000 ²	43.2%
County of Ventura	753,197	932,300 ³	23.8%
State of California	33,871,648	45,000,000 ⁴	32.9%

Source: ¹ 2000 U.S. Census; ² City of Camarillo; ³ SCAG; ⁴ State E.D.D.

3.2 Race and Ethnicity

Camarillo and the surrounding areas have undergone a dramatic change in racial composition in the last 30 years. In 1970, Camarillo was 96.6% White. By 2000, however, the White population decreased to 72.8%. The Hispanic population became the largest ethnic group at 15.5% as a result of both the rapid influx throughout California and the influence of the local agricultural industry. The second largest ethnic grouping is Asian-Pacific Islander (API), currently at 7.4% in Camarillo. Many APIs are first generation immigrant Chinese, East Indian, Filipino, Japanese, Korean and Vietnamese.

Ventura County Library Service Area 1 has similar population ratios, but an even higher number and percentage of Hispanic residents, as a result of the intensive agricultural activity found in the outlying areas. *Table 3* presents the Racial Composition of the City of Camarillo from 1970 to 2000 and County Library Service Area 1 in 2000.

Table 3
Racial Composition
City, 1970-2000 and Service Area 1, 2000

City of Camarillo									Library Service Area 1	
Race	1970		1980		1990		2000		2000	
	Persons	%	Persons	%	Persons	%	Persons	%	Persons	%
White	18,575	96.6%	31,778	84.1%	41,646	79.6%	41,543	72.8%	47,419	71.5%
Black or Afro-American	152	0.8%	406	1.1%	834	1.6%	856	1.5%	1,128	1.7%
Asian Pacific Islander	301	1.6%	1,400	3.7%	3,260	6.2%	4,243	7.4%	4,659	6.9%
Hispanic	--	--	3,803	10.1%	6,289	12.0%	8,869	15.5%	11,321	17.1%
American Indian/Alaskan	--	--	38	0.1%	245	0.5%	299	0.5	384	0.6%
Other	191	1.0%	372	1.0%	29	0.1%	1,357	2.3%	1,434	2.2%
Total	19,219	100%	37,797	100%	52,303	100%	57,077	100%	66,345	100%

Source: 1970, 1980, 1990, 2000 U.S. Census

The trend towards increasing numbers of racial and ethnic minorities can be expected to continue along with the patterns found throughout the state and county. Moreover, the student enrollments of all public schools in the Library Service Area provide a clear indicator of future population trends. Racial minorities are found in much higher proportions in the lower school age groups than in the rest of the population.

PVSD reports that in addition to race diversity, teachers and librarians have encountered 40 different languages spoken by students and their families. *Table 4* shows the Student Enrollment and Racial Composition of all public schools in Library Service Area 1.

Table 4
Student Enrollment & Racial Composition, 2000
Library Service Area 1

	Pleasant Valley School District	Somis Union Elem. School District	Mesa Union Elementary School District	Camarillo High School	Rio Mesa High School	Frontier High School
Total Enrolled	7209	363	569	2557	2437	344
White	68%	56%	54%	69%	25%	14%
Black/Afro- American	3%	1%	1%	1%	--	3%
Asian/Pacific Islander	7%	1%	4%	8%	8%	3%
Hispanic	21%	40%	40%	19%	63%	78%
American Indian/Other	1%	1%	1%	3%	3%	2%

Source: 2000 CBEDS; 2000 School Accountability Report Cards

3.3 Age of Population

Both the County Library Service Area 1 and the City of Camarillo have significant youth and senior citizen populations. The percentage of school age youth from 0-19 years old in the Library Service Area is 29.3% and in the City of Camarillo is 27.5%. These proportions are comparable to the rest of County and State, and are edging higher.

This trend towards youth population increase is due largely to new housing construction activity that has and will continue to attract new families into the area. In addition, birthrates are expected to climb in the coming decade as the children of the Baby Boomer generation begin to have children.

The local older population is much higher than county and statewide averages. In Service Area 1, those who are 55 years and over make up 23.1% and those 65 years and over is 13.2%. In Camarillo, the 55 years and over population is 26% and the 65 years and over group is 17%. On the other hand, the age 65 and older in Ventura County and the State are 10.2% and 10.6%, respectively. Much of the growth in the senior population took place in the 1970s when the Leisure Village retirement community and five mobile home parks were built in Camarillo.

The young adult population from 20-24 years is currently small at under 5% in both the Service Area and City, however, that is subject to drastic increases as the new CSU Channel Islands gets underway as both a campus and a residential community. Finally, the remaining group from age 24-54 is just over 42% in both Library Service Area 1 and the City of Camarillo. *Table 5* provides that *Age Distribution* for the City of Camarillo for 1970-2000 and Library Service Area 1 for 2000. *Table 6* presents *Selected Age Distributions* for the City, Service Area 1, County and State in 2000.

Table 5
Age Distribution
City of Camarillo, 1970-2000
County Library Service Area 1, 2000

City of Camarillo									County Library Service Area 1	
	1970		1980		1990		2000		2000	
Age Group	# of Persons	% of Total	# of Persons	% of Total	# of Persons	% of Total	# of Persons	% of Total	# of Persons	% of Total
Under 5	1,903	9.9%	2,599	6.9%	3,608	6.9%	3,739	6.6%	4,275	6.4%
5-9	2,629	3.7%	2,805	7.4%	3,738	7.1%	4,141	7.3%	5,003	7.5%
10-14	2,512	13.1%	3,128	8.3%	3,466	6.6%	4,192	7.3%	5,131	7.7%
15-19	1,718	8.9%	3,187	8.4%	3,227	6.2%	3,618	6.3%	5,031	7.6%
20-24	1,003	5.2%	2,605	6.9%	2,992	5.7%	2,451	4.3%	3,127	4.7%
25-34	2,985	15.5%	5,937	15.7%	8,195	15.7%	6,819	11.9%	7,484	11.3%
35-44	2,823	14.7%	4,915	13.0%	8,263	15.8%	9,459	16.6%	11,148	16.8%
45-54	1,960	10.2%	3,786	10.0%	5,762	11.0%	7,848	13.7%	9,835	14.8%
55-64	970	5.1%	4,029	10.7%	4,302	8.2%	5,130	9.0%	6,528	9.8%
65-74	467	2.4%	3,435	9.1%	4,890	9.4%	4,112	7.2%	4,566	6.9%
75 +	249	1.3%	1,371	3.6%	3,860	7.4%	5,568	9.7%	4,217	6.4%
Total	19,219	100%	37,797	100%	52,303	100%	57,077	100%	66,345	100%

Source: 1970, 1980, 1990, 2000 U.S. Census

Table 6
Selected Age Groups, 2000
City of Camarillo, Service Area 1
Ventura County, California

Age	Under 5 Years		5-14 Years		15-19 Years		55+ Years		0-19 Years		65+ Years	
	Persons	%	Persons	%	Persons	%	Persons	%	Persons	%	Persons	%
City of Camarillo	3,739	6.6%	8,333	14.6%	3,618	6.3%	14,810	26.0%	15,690	27.5%	9,680	17.0%
Library Service Area	4,275	6.4%	10,134	15.2%	5,031	7.6%	15,311	23.1%	19,440	29.3%	8,783	13.2%
County of Ventura*	--	7.5%	--	7.3%	--	--	--	--	--	28.4%	--	10.2%
State of California*	--	--	--	--	--	--	--	--	--	27.3%	--	10.6%

*Under 18 Years
Source: 2000 U.S. Census

3.4 Household Income, Poverty Levels and Homelessness

Household income in the City of Camarillo and surrounding area reflects a significant very low and low-to-moderate income population, in addition to solid middle and higher income groups. While U.S. Census information for income is not yet available for 2000, estimates indicate that Camarillo's median income will continue to be only slightly higher than Ventura County as a whole.

In 1990, for example, the median household income of \$48,219 in Camarillo was 5.7% higher than the County's median of \$45,612. The 2000 estimated Camarillo median household income of \$67,529 is 5.4% higher than the County estimated median of \$63,878. The 2000 Census indicates 2.62 persons per Camarillo household, thus the estimated 2000 per capita income in Camarillo is \$25,774.

Ventura County has a substantial low income **Farm worker** population. This group occupies 5% of the households countywide, yet makes up 29% of the Very Low Income Households. In addition, Ventura County has a significant **Homeless** population estimated by the League of Women Voters at 7% of the population. In Library Service Area 1, the River-Dwellers Aid and Inter-City Network (RAIN) homeless shelter provides for up to 18 families or 100 persons with food, housing and other services at any given time.

According to the U.S. Department of Housing and Urban Development, in 1990 one in four Camarillo family incomes were at 80% or less of the County Median Family Income (MFI), which is the HUD income criteria for economically disadvantaged. Of those, **6.6% or 1,231 Camarillo families** were at 0-30% of County MFI, which is **extremely low income** or poverty level; **8.5% or 1,571 families** were at 30-50% County MFI, which is **very low income** or poverty level; and **9.8% or 1,801 families** were 50-80% of County MFI, which is **other low income**. An additional 1,485 or 8.0% of families were 80-95% of County MFI, which is **moderate income**. In total, **over 33%** of the Camarillo population had incomes **below the County median** in 1990, and **25% met HUD low-income guidelines**.

Table 7 provides Household Income for the City of Camarillo in 1980 and 1990 and Ventura County in 1990 with estimates for 2000. *Table 8* presents Lower Median Family Income groups (MFI) for Camarillo based on the County Median Family Income.

Table 7
Household Income, 1990 and 2000
City and County

	City of Camarillo				County of Ventura			
Year	1990		2000		1990		2000	
# of Households	18,482		21,477		217,723		243,234	
Income	Persons	%	Persons	%	Persons	%	Persons	%
Less than \$10,000	910	4.9%	--	--	14,458	6.6%	--	--
\$10,000-\$14,999	801	4.3%	--	--	11,152	5.1%	--	--
\$15,000-\$24,999	1,888	10.2%	--	--	25,256	11.6%	--	--
\$25,000-\$34,999	2,476	13.4%	--	--	28,413	13.1%	--	--
\$35,000-\$49,999	3,587	19.4%	--	--	40,691	18.7%	--	--
\$50,000-\$74,999	4,647	25.1%	--	--	53,266	24.5%	--	--
Over \$75,000	4,173	22.6%	--	--	44,487	20.4%	--	--
Median Household Income	\$48,219		\$67,529 *Est.		\$45,612		\$63,878 *Est.	

Source: 1990, 2000 U.S. Census; *2001 Cummings Ventura County Statistical Abstract

Table 8
Lower Median Family Income Groups
City of Camarillo, 1990

% of County Median Family Income (MFI)¹	Income Level	Number of Households²	% of Total Households
0-30% MFI	Extremely Low	1,231	6.6%
31-50% MFI	Very Low	1,571	8.5%
51-80% MFI	Other Low	1,801	9.8%
80-95% MFI	Moderate	1,485	8.0%

¹ Ventura County 1990 Median Household Income = \$45,612

² Total 1990 Camarillo Households = 18,482

Source: 1990 U.S. Census, U. S. Department of HUD

3.5 Educational Attainment

In 1990, Camarillo residents who were 25 years and older had attained significantly higher education levels than the rest of Ventura County. Moreover, while education levels statewide also exceeded Ventura County, they were somewhat lower than Camarillo education levels. The Camarillo population is highly educated with 64.6% having attended college, and 27.2% having completed four years or more. By contrast, 18.2% countywide and 23.3% statewide completed four years or more of college.

Of equally important note is that 4,293 or 12.1% of all Camarillo residents over 25 years in 1990 did not finish high school. While this is better than the 24% countywide and the 23.9% statewide, it is clear that there is a substantial number in the Camarillo population that is in need of academic assistance. *Table 9* provides Educational Attainment levels in 1990 for the City, the County and the State.

Table 9
Educational Attainment, 1990
City, County and State

	Jurisdiction					
	Camarillo ¹		Ventura County ¹		California ²	
	Persons	%	Persons	%	Persons	%
Total 25 years & over	35,346	100%	415,926	100%	18,695,499	100%
Elementary - 0-8 years	1,601	4.5%	40,698	9.8%	--	11.2%
High School - 1-3 years	2,692	7.6%	45,080	10.8%	--	12.7%
High School - 4 years	8,227	23.3%	91 704	22.1%	--	22.3%
College 1-3 years	13,215	37.4%	142,846	34.3%	--	30.5%
College 4 years or more	9,611	27.2%	95,598	23.0%	--	23.3%

Sources: ¹1990 U.S. Census, ²UCSB Economic Forecast Project

3.6 Occupation of Population

Employment in administrative, professional and technical occupations has been expanding among working Camarillo residents who are 16 years and older several decades. These groups are found in larger proportions locally than countywide. Conversely, services, farming, production, crafts, repair, operator and laborer groups have decreased in Camarillo and are found in lower proportions than the rest of the County. 79% of Camarillo's workers are placed in white-collar jobs compared to 72% in the County. *Table 10* shows occupation categories for both Camarillo and Ventura County in 1980 and 1990.

Table 10
Occupation of Population
Age 16 Years and Over - Employed
City and County

Year	City of Camarillo				County of Ventura			
	1980		1990		1980		1990	
Occupation	# of Persons	%	# of Persons	%	# of Persons	%	# of Persons	%
Executive, Administrative, Managerial	2,441	14.8%	3,989	16.0%	28,517	12.1%	49,202	14.6%
Professional Specialty	2,932	17.8%	4,599	18.4%	30,415	12.9%	49,051	14.6%
Technical	751	4.6%	1,274	5.1%	8,253	3.5%	13,283	3.9%
Sales	1,963	11.9%	3,352	13.4%	25,615	10.8%	41,491	12.3%
Administrative Support, Clerical	2,769	16.8%	3,827	15.3%	37,206	15.8%	52,787	15.7%
Services	1,807	11.0%	2,663	10.7%	29,025	12.3%	37,637	11.2%
Farm, Forestry, Fishing	326	2.0%	687	2.8%	14,257	6.1%	15,908	4.7%
Precision Production, Crafts, Repair	1,762	10.7%	2,522	10.1%	31,239	13.3%	39,379	11.7%
Operators, Laborers	1,720	10.4%	2,052	8.2%	30,954	13.2%	38,034	11.3%
Total	16,471	100%	24,967	100%	235,481	100%	336,772	100%

Source: 1980, 1990 U.S. Census

The expansive farming and agricultural industry in Ventura County and greater Camarillo gives rise to the unique Farmworker labor force that is not accurately reflected or documented in the U.S. Census. According to the Ventura County League of Women Voters, there are **35,181 Farmworkers in Ventura County**: 7,758 work full-time, 14,726 are seasonal workers, and 12,697 are full-time migrant farm workers.

3.7 Unemployment Rates

Consistent with the education levels and occupations of local residents, as well as a good balance in the local job market, Camarillo has experienced a significantly lower unemployment rate than the county, state and nation. *Table 11* provides the average unemployment rates for 1990 and 2000 and the one-month rate in December 2001 for Camarillo, Ventura County, California and the United States.

**Table 11
Unemployment Rates
1990, 2000, December 2001
City, County, State, U.S.**

Jurisdiction	Average 1990	Average 2000	December 2001	Forecast 2002
Camarillo	4.5%	3.6%	3.9%	--
Ventura County	5.7%	4.5%	5.0%	5.9%
California	5.8%	4.9%	5.3%	--
United States	5.6%	4.0%	5.8%	--

Source: State E.D.D. Labor Market Information Division; U.S. Dept. of Labor, Bureau of Labor Statistics; "Ventura County Economic Profile 2002" UCSB

3.8 Housing and Property Value

The 2000 U.S. Census indicates that there are 23,438 total households and 23,674 total housing units in Library Service Area 1. Of these, 21,438 households and 21,946 housing units are in the City of Camarillo. The average Camarillo owner-occupied household has 2.63 persons and the average renter-occupied household has 2.59 persons.

The Camarillo Chamber of Commerce *2001-2002 Community Profile and Membership Directory* indicates that 80% of Camarillo homes are single-family, 15% are multi-family and 5% are mobile homes. Overall values range from the mid-\$100,000s to \$1 million. Apartment rentals range from \$500-1,000 a month for one and two bedrooms, with condominiums and town homes being slightly higher. Due to the recent rapid growth in population, the majority of Camarillo housing is less than 20 years old.

According to the UCSB *Camarillo City Economic Profile 2002*, the median home price in Camarillo was \$270,300 in 2000 and the total number of homes sold was 1,100. The price of housing in Camarillo is relatively high, but it continues to be lower than overall Ventura County housing values. Both the City's and the County's housing costs exceed statewide levels. *Table 12* shows the Median Home Prices in 1990, 1995 and 2000 for Camarillo, the County and the State.

Table 12
Median Home Price, 1990-2000
City, County and State

	1990	1995	2000
City of Camarillo	\$229,700	\$181,700	\$270,300
Ventura County	\$237,300	\$199,100	\$294,700
California	\$193,100	\$177,500	\$244,800

Source: "Camarillo City Economic Profile 2002", UCSB

3.9 Literacy Rates

The National Center for Educational Statistics indicates that 38% of America's fourth graders are "below basic" reading levels, and cannot read or understand a simple paragraph. By the eighth grade, 26% are "below basic" and by the twelfth grade, 23% are still "below basic." In some urban school districts as many as 70% of the students are reading at the lowest levels.

In its survey of Americans age 16 and over, the National Institute for Literacy found that 44 million or 21-23% nationwide have severe reading problems and literacy needs. Survey results were grouped into five literacy levels. Level 1 respondents could read a little but not well enough to complete an application, read a food label or read a simple story to a child. Level 2 could perform more complex tasks and integrate information, but not with higher reading or problem-solving skills. Levels 3-5 could perform more complex tasks with more difficult texts and documents. People at Levels 1 and 2 do not have a sufficient foundation of basic skills to function successfully in our society.

Among Level 1 adults, 25% were immigrants, over 60% did not complete high school, more than 30% were over 65, over 25% had physical or mental conditions, and nearly 20% had vision problems. In addition, learning disabilities can be found in 30-80% of adults with low literacy levels, as opposed to 3-13% in the general population. *Table 13* presents literacy level data from the National Institute for Literacy for Camarillo, Ventura County, California and the United States.

Table 13
Literacy Rates, Age 16 Years and Over
City, County, State and United States

	Speaks English Not Well or At All	Level 1 NALS	Level 1 or 2 NALS
City of Camarillo	3%	15%	32%
County of Ventura	8%	19%	39%
California	9%	24%	46%
United States	--	21-23%	46-51%

Sources: 2000 National Adult Literacy Survey (NALS), National Institute for Literacy

Other indicators in the Camarillo Library service area population reveal foreign language barriers to literacy, particularly in the younger age groups. Pleasant Valley School District reports 40 different foreign languages spoken by students and parents. Non-English speaking groups come from a range of backgrounds, including migrant farm workers, new immigrant families, and professional-technical business owners and employees.

Other Than English-Only Households
City of Camarillo, 1990

<u>Languages Spoken in Households</u>	<u>Persons Over 5 Years of Age</u>
Spanish	3,784 or 7.9%
Asian-Pacific Island	1,560 or 3.3%
Other Non-English	<u>1,727 or 3.6%</u>
Total	7,071 or 14.8%

Source: 1990 U.S. Census

English Language Learners (ELL)
Library Service Area 1 Schools, 1999-2000

<u>School District</u>	<u>K-8 Across Grades</u>
Pleasant Valley	600 or 8.5%
Somis Union Elementary	150 or 12%
Mesa Union Elementary	81 or 16%

Source: *Meeting the Educational Challenge*, Ventura County Superintendent of Schools Office, 2000

English Language Learners (ELL)
All Ventura County Schools, 1999-2000

Grade K = 11.9%	Grade 6 = 7.8%
Grade 9 = 5.8%	Grade 12 = 2.3%

Source: *Meeting the Educational Challenge*, Ventura County Superintendent of Schools Office, 2000

3.10 Academic Performance Index (API) and Scholastic Aptitude Test (SAT) Scores

The Academic Performance Index (API) is a numeric index or score between 200 and 1000, reflecting a school's performance on the Stanford 9 nationally normed test. This test is administered annually to California public school students grades 2 through 11. Schools are also ranked in ten deciles from one (lowest) to ten (highest). A school's API score and ranking are compared to schools statewide and to schools with similar demographic characteristics.

The majority of the public elementary and middle schools in Library Service Area 1 maintain high API scores in the 700s and 800s and high state rankings of 8, 9 and 10. There are exceptions, however, in El Descanso, El Rancho and Somis Elementaries whose scores are the 500s and 600s, and whose state rankings are 5. Of the two high schools in LSA 1, Camarillo High has high API scores and rankings, but Rio Mesa High does not. Predictably, the lower performing schools face greater challenges as a result of culture, language, income, migrant farm worker and homeless conditions.

Table 14 presents the 1999 and 2000 API scores and rankings for all of the public schools in Library Service Area 1. The high school API scores are also compared to the County average and State median API scores.

Table 14
API Scores and Rankings, 1999 and 2000
Elementary and Secondary Public Schools in Library Service Area 1

Oxnard Union High School District; Ventura County; California				
High Schools	1999 API (Base)	2000 API (Base)	2000 State Rank	Similar Schools Rank
Adolfo Camarillo High School	724	731	9	5
Rio Mesa High School	561	597	4	9
Ventura County Average (19 Schools)	665	681	n/a	n/a
California Median (All High Schools)	620	636	n/a	n/a
Pleasant Valley Elementary School District				
Elementary Schools	1999 API	2000 API	2000 State Rank	Similar Schools Rank
Bedford Open Elementary	839	881	10	9
Camarillo Heights Ele.	785	813	9	3
Dos Caminos Elementary	762	763	8	5
El Descanso Elementary	657	648	5	2
El Rancho Structured Ele.	599	639	5	4
Las Colinas Elementary	829	843	9	6
Las Posas Elementary	720	777	8	6
Las Nogales Elementary	710	744	7	2
Los Primeros Structured Elementary	834	848	10	7
Santa Rosa Elementary	809	802	9	2
Tierra Linda Elementary	782	836	9	5
Valle Lindo Elementary	708	741	7	5
Middle Schools				
Los Altos Intermediate	739	774	9	6
Monte Vista Intermediate	778	794	9	8
Somis Elementary School District				
Somis Elementary	614	647	5	1
Mesa Union Elementary School District				
Mesa Elementary	709	765	8	8

Source: Ventura County Superintendent 's Office, "Meeting the Educational Challenge, 2001"

In addition to APIs, Scholastic Aptitude Test (SAT) scores are provided for the two public high schools in the Library Service Area. These are also compared to county, state and national averages. The SAT is given in two parts, Verbal and Math, each with a maximum possible score of 800, and a combined maximum score of 1600. As expected the average SAT scores of the two high schools differ dramatically. Camarillo High School scores well above all geographic units, while Rio Mesa High scores significantly below Camarillo High and somewhat lower than the County average. *Table 15* presents SAT scores for school years 1994-1995, 1997-1998 and 1999-2000.

Table 15
SAT Scores 1994-95, 1997-98, 1999-00
Library Service Area 1, County, State, U.S.

School Year	1994-95	1997-98	1999-00	1999-00 Combined Score
Adolfo Camarillo High School				1124
Verbal	464	538	552	
Math	526	550	572	
Rio Mesa High School				1042
Verbal	432	505	504	
Math	493	512	538	
Ventura County				1070
Verbal	437	523	527	
Math	504	537	543	
State of California				1009
Verbal	417	491	492	
Math	485	516	517	
United States				1018
Verbal	--	505	--	
Math	--	512	--	

Source: California Department of Education

II. C. Analysis of Community Characteristics and Demographic Data

The community in the Camarillo Library service area has undergone tremendous growth and change in the nearly three decades since 1974 when the library was built. Through careful planning and good resources, the area has developed into an exceptionally livable community with many successful and accomplished citizens. On the other hand, the demographic data also reveals some surprising social contrasts, diversities and, in some cases, urgent needs.

The predominantly rural and agricultural setting of the earlier greater Camarillo area has given way to a far more complex contemporary suburban environment and lifestyle. The core of the community is now dense with residential, commercial and industrial developments. The diminishing agricultural greenbelts and open spaces remain only on the peripheries of the urban zones.

Since 1974, the **population size** of Library Service Area 1 has **more than tripled**, from approximately 20,000 in 1970 to 66,345 in 2000. Moreover, population size is expected to reach 95,000 by the year 2020. Nearly all institutions, services and accommodations in the community, both public and private, have grown and expanded in proportion to the larger population. The community is well provided with retail, commercial and public services, schools, churches, recreation, jobs, housing and civic life. One notable exception is Camarillo Library. Public library facilities and services have not changed since 1974 and they have failed to keep pace with the ever-growing size, needs, abilities and demands of the community.

The characteristics and special needs of the local population have also changed since 1974. As a result of sound management and population migration from northern Los Angeles County, the Camarillo Library service area has attracted **families with middle and upper middle income** with living standards. Housing prices now range from barely affordable to over \$1 million. The median income exceeds the County and State by approximately 5% and 10%, respectively. Camarillo also has a **highly educated** population, with nearly 65% going to college for 1 to 4 years or more. This is significantly higher than the overall 57% in Ventura County and 54% Statewide. This strong education base is further reflected in the more **advanced occupations** of the local workforce. Nearly 40% of Camarillo residents are placed in administrative, managerial, professional-specialty or technical jobs.

The community's high standards and achievements are further reflected in the **high academic performance** of local public school students. The Academic Performance Index (API) scores for Camarillo High School are in the 700's and among the highest in the Oxnard Union High School District. The 14 elementary and middle schools in the Pleasant Valley School District are largely in the 700s and 800s ("high to very high performing school" on the maximum 1000 API scale). Obviously, a community with such high academic, educational and professional achievement levels has a great desire and need for the intellectual, academic, technical and cultural support that is provided by quality, state of the art public libraries.

The Camarillo Library community is not, on the other hand, entirely homogeneous or without **disadvantaged and special needs groups**. In addition to attracting families, the greater Camarillo area has attracted and retained retired **senior citizens** in exceptionally large numbers. By the year 2000, more than 23% of the population was 55 years and over, and that number will continue to grow as baby boomers age. The 65 and over age group makes up 13.3% of the Service Area population, significantly higher than the 10.2% and 10.6% of the County and State, respectively.

Many of our local seniors have outstanding talents, impressive past careers and comfortable incomes. The large majority, however, are living on low fixed incomes and depend upon the wide variety of special housing, health care, transportation, meals and recreation programs that have been developed to meet their needs. Whether privileged or disadvantaged, senior citizens are frequent users of library facilities. They have the leisure time and the immense need for meaningful enriched activity at little or no cost. Camarillo Library has few resources and almost no amenities to accommodate this important elderly clientele.

In further contrast to the solid middle class scenario, demographic data also tells us there is a large **poverty and low-income** segment in the Camarillo Library service area. In 1990, fully 25% of the population met the U.S. HUD low-income criteria of 80% or less than the County median family income. Over 15% had poverty level incomes of 0-50% of the County median. This group is largely comprised of the **elderly and racial minorities**, particularly those of **Hispanic or Latino** origin.

Like much of California, the racial composition of Library Service Area 1 is in a continuous transition. From 1990 to 2000, the minority population grew from 21.4% to 28.5%. In the public schools, the ratio of minorities is much higher, thus reflecting future trends. Latinos, for example, are the fastest growing minority in the general population at 17%. The Pleasant Valley School District, however, is 21% Latino, and Mesa Union and Somis Union School Districts are each 40% Latino. Camarillo High School is 31% minority and 19% Latino, while Rio Mesa High is 75% minority and 63% Latino.

Even within the subgroup of Hispanic-Latinos, strong cultural and economic contrasts can be found. On the one hand, Camarillo was founded and named after the revered Camarillo family who established many of the important institutions in the community. On the other hand, because of the agricultural heritage that continues to this day, there is also a strong disadvantaged **farmworker** presence. Fulltime, seasonal and/or migrant farmworkers make up 29% of **very low-income** households. Each year, Pleasant Valley School District enrolls about 200 children from migrant farm worker families.

The most distressed group of all, of course, is the **homeless** population, which in Ventura County is estimated to be 7% by the County League of Women Voters. This large number may be due to the closing of state mental institutions in the late 1970's, including the Camarillo State Hospital and Developmental Center. Several homeless aid and shelter programs operate throughout Ventura County. The RAIN Shelter Program in Library Service Area 1 serves up to 125 persons or 18 families at any given time. Pleasant Valley School District enrolls approximately 130 homeless children each year.

Out of these distressed conditions of poverty, cultural isolation and homelessness, to name only a few, arise **severe literacy problems**. For example, in 1990 the census showed nearly 15% of households in the City of Camarillo were Other than English-Only Households. Moreover, in all the Library Service Area 1 public schools, about 830 of the 8140 K-8 students are English Language Learners (ELL). Pleasant Valley School District officials report that they are confronted with 40 different foreign languages among their students and families.

Foreign language is not the only barrier to literacy. The National Center for Literacy adult literacy survey (NALS) for Camarillo indicates that in 2000, 15% of the population, age 16 and over, could not complete an application, read a food label or read a simple child's story. NALS also found that 32% do not have the basic literacy skill to function successfully in our society.

Certainly then, while many people in the Camarillo Library community are high achievers, there are also many who are disadvantaged and **low academic achievers**. Rio Mesa High School, which is 63% Hispanic, has Academic Performance Index (API) scores in the 500s, denoting "average performing school." This is much lower than Camarillo High School's scoring in the 700s. It is also much lower than the Ventura County average of 681 among 19 high schools, and the median California high school score of 636.

Other markedly lower scoring schools were El Descanso Elementary, El Rancho Elementary and Somis Elementary, all in the 600s. Like Rio Mesa High School, these schools have disproportionately high numbers of students who are Latino (43-63%), lower income and/or English language learners.

PART III. ANALYSIS OF LIBRARY SERVICE NEEDS

Executive Summary: Library Service Needs

Camarillo Library has an inherent capacity and a public responsibility to address the diverse library service needs and issues identified during the Community Library Needs Assessment process. That process, which included analyzing community demographic data, reviewing school library needs assessment information, and soliciting citizen input and participation, led to remarkably clear and consistent conclusions on the library service needs of the community.

The demographic information makes an irrefutable case for expanding the size of the library facility based on the tremendous growth in population since it was built in 1974. The data also tells us that both the very young 0-19 years and the elderly 55 to 65 and over, are the largest target groups in the population. We also know that academic achievement, educational attainment and professional employment are high in the community. On the other hand, we have found large numbers of very low-income households, racial minorities, non-English speaking children and adults, migrant farm workers, homeless families, low school test scores and low reading literacy rates.

The community characteristics suggest that priority needs to be addressed by Camarillo Library through greater space allocations, collections and programs are children and young adult library services, academic assistance, literacy programs and foreign language materials, accommodations for the elderly and disabled, and quality resources for educated professionals.

The school library needs assessments for K-8 reflects that reading and information literacy are high priorities. Survey results were also unanimous about the need for larger and more diverse reading collections, reference materials, books in Spanish, multi-media formats, homework and tutoring assistance, and library staff training and development.

The input on library service needs by residents, library patrons and organizations was also unequivocal. People want a Camarillo Library that has more space, larger and better collections, separate areas for children and young adults, quiet study areas, more computers, literacy programs, foreign language resources, a nicer community meeting room and a Friends book sale area. Users of all ages also long for a library that offers aesthetic appeal and ambience—natural lighting, comfortable seating, outdoor courtyards and refreshments.

III. A. Demographic Indicators of Library Service Needs

The demographic information allows us to accurately assess basic community characteristics and needs which, in turn, determine many library service needs. The data tells us where to place emphasis on traditional services, as well as special new services, in order to be the most relevant and responsive to the local community. The following library facility and service needs are derived from an analysis of demographic profile information:

1. Population Growth & Library Expansion: The greatest underlying cause of the community's many unmet library service needs is the phenomenal growth in population that rendered the current facility completely inadequate. Literally all library resources, functions and activities are constrained and deficient due to lack of space. In the current 16,500 square foot facility, built in 1974 for 23,000 people, it is impossible to house the collections, equipment, staffing, patrons and programs in a manner that is appropriate for the service area population size of 66,345 and growing.

Due to the lack of space, the existing Camarillo Library has a completely inadequate children's area, no young adult section, limited adult seating, no study rooms, and a small community room which is used for everything from children's storytelling to adult literacy, author events and staff meetings. Computers are set up in crowded rows, as are book stacks, and staff workspace is cramped and cluttered. Moreover, the Friends of Camarillo Library and other specialty libraries have no choice but to operate at other locations.

2. Children & Young Adults & Library Target Groups: Preschool and school age youngsters are by far the community's largest population group and the library's largest user group. In 2000, Library Service Area 1 had an age 0-19 year population of 19,440 or 29.3%. This is larger than the ratios for city, the county or the state. The local community is proud of its family-oriented identity.

The existing Camarillo Library facility, however, does not have a children's storytelling room, adequate children's seating or bookshelves. There are no patio areas for children. For older children and young adults, there are virtually no designated open or enclosed spaces. There are no separate reading areas, worktables, study cubicles or meeting rooms. Young people share seating and collections with all other library patrons.

In the youth population there is a need for library services for the culturally and academically enriched as well as for the needy and disadvantaged. The community and school districts are teeming with activities that beg for greater library involvement. There are reading enrichment programs, academic olympics, speech and debate teams, science and math clubs, music and drama groups, boys and girls club, and scout troops. There are also large numbers of young people who are at-risk, failing in school, in social programs, in poverty or homeless for whom the library could be an education, a refuge, an adventure or a comfort.

3. School Academic Performance & Library Assistance: Academic performance indicators show a large segment of high achievers for whom library resources, services and opportunities to broaden their learning experience and improve grade and test scores have a high value. We also find significantly large groups of low achievers for whom greater academic assistance and more resources are crucial. Curriculum enhancement, computer access, homework assistance and individualized tutoring are currently under met library service needs of school age youngsters from 5 to 19 years old.

Students need quiet reading and homework seating areas, small group study and tutoring rooms, computer stations, expanded collections, reference materials, audio-visual equipment and meeting areas. SAT and AP exam courses, writer's workshops, home schooling, remedial education and ESL programs need the support of the public library. In addition, there are high-risk youth in drug abuse programs, the continuation high school, the youth authority residential facility, youth crisis programs and homeless shelters that could benefit from the library's help to improve academic performance.

4. Disadvantaged Adults & Families & Library Literacy Programs: Literacy problems are closely associated with poverty and cultural barriers. While literacy rates for the City of Camarillo are better than county, state and national rates, there continues to be a large proportion of adults with serious reading problems. The National Adult Literacy Survey indicates that 15% are Level 1 (of 5) and read below basic survival skill level, and 32% are Level 1 or 2 and cannot read well enough for problem solving. Moreover, non-English languages are spoken in nearly 14% of Camarillo households. Camarillo Library offers a popular adult literacy program primarily to English-speaking clients. Unfortunately, space and materials limit the program's scope.

Among children and students, literacy and language problems are highest at the younger age levels where low income and race are factors. In the Camarillo Library service area, 25% are Low and Extremely Low Income and approximately one in ten K-8 students are English Language Learners. The foreign language barrier to literacy is greatest in the growing Hispanic community. Moreover, while Hispanics make up 17% of the overall service area population, they are a much larger segment of local school enrollments: 21% of Pleasant Valley SD, 40% of Somis SD, 40% of Mesa Union SD, 19% of Camarillo HS, 63% of Rio Mesa HS and 78% of Frontier Continuation HS.

In addition, Pleasant Valley SD alone enrolls 200 children of migrant farm workers and 130 children from homeless families. Sadly, due to lack of program and collection space, Camarillo Library has been unable to utilize of the county library's family literacy program.

5. Elderly and Disabled & Special Library Accommodations: The exceptionally large population of retired and elderly citizens in the service area creates a natural demand for the leisure and enrichment activities offered by the library at little or no cost. By 2000, over 13.3% of the service area population was age 65 and over, far exceeding both the county's 10.2% and the state's 10.6%. Camarillo's 65 and over age group is even higher at 16.9%.

Senior citizens need ADA accessible facilities, comfortable and convenient seating areas, large print book collections, audio-visual resources, book clubs, writer's guilds, computer training, volunteer programs and good transportation access.

The Friends of Camarillo Library engages nearly 200 seniors in its RSVP (Retired Senior Volunteers) program, however, they do not have a space in the current library facility. The service area has 26 residential and skilled nursing facilities, as well as the thousands of homebound senior citizens in retirement communities, mobile home parks and single-family households.

Camarillo Library is a designated collections branch of the Braille Institute of Los Angeles. However, the library is sorely lacking in other accommodations for the hearing and sight impaired and the physically handicapped. Doorways, aisles, seating, book shelving, restrooms, drinking fountains, computer stations and collections are substandard for meeting the needs of groups with special physical needs.

6. Educated Professionals & Quality Library Resources: The library service area population has a substantial number of well-educated and well-paid administrators, managers, technicians and specialty professionals. Compared to 23% in the county and state, 27.2% of service area adults have completed four or more years of college. Close to 40% hold professional positions and nearly 48% had annual household incomes of over \$50,000 in 1990.

The service area has a very successful independent business community, is a major attractor for high tech industries and large retail chains, and now has an important public university starting up in

its midst. The expressions for the need of a quality library environment and collection have come from a variety of highly skilled or specialized individuals and groups. For lack of alternatives, the local historical society and airport museum have initiated small libraries in their own facilities and a community writer's guild meets in a bank. The Friends of Camarillo Library, Chamber of Commerce, high tech industry community, local agricultural associations, cultural arts groups and local book clubs have expressed their needs for specialized collections, access to information technology, exhibit space and meeting rooms.

III. B. Library Service Needs of Schools

There is a strong intrinsic relationship between community libraries and the goals, programs, achievements and needs of schools and school libraries. Each of the 14 schools in the Pleasant Valley School District have onsite libraries with space, materials, equipment, scheduling and staffing limitations. The District has a certificated Instructional Media Coordinator and Library Service Specialist with an MLS. Each school site library operates with a part time para-professional Library Media Technician and an occasional volunteer.

A detailed analysis of the PVSD *Library Improvement Plans* and *Library Media Centers Annual Reports*, as well as the ongoing work of the School-Library Joint Venture Planning Committee, provided a clear and often measurable assessment of the library service needs of local K-8 schools. The *Library Improvement Plans* for each of the 14 PVSD schools were based on Library Needs and Evaluation Surveys given to library staff, teachers, volunteers, parents, students, school site councils and committees. The following are the expressed library service and resource needs of the PVSD schools:

1. Collections, Collections, Collections: Virtually every school survey and plan reflected a pressing need for larger and more diversified print and non-print collections, and a higher book/student ratio. Schools want more titles on more varied reading levels. They have only a few Spanish and other non-English titles. They want updated math, science, technology, history, biography, geography and other non-fiction books.

The need was expressed for books on Asia, South America, Africa, science fiction, historical fiction, the classics, ancient civilizations of Egypt, Rome and China, mythology and prehistory. They crave more collections on presidents, California history, fine arts, sports, chess, animals, countries, solar systems, landforms and dinosaurs. They want more fiction, poetry and story collections for recreational and pleasure reading. There is also a desire for books on social science and parenting skills that families can access.

2. Research and Information Literacy: There is a need for more and better reference materials such as periodicals, encyclopedia, atlases, bibliographies, *Living Books* and *World Books*, in print, audio-visual and electronic media. Schools have limited magazine subscriptions and periodical indices for research purposes. They would like reference material and databases on CD ROM and other formats. Information literacy is a high priority for school libraries.

3. Reading and Language Literacy: Literacy is a top priority of all schools. They need more library materials for very low to extremely high reading levels, high and low interest, independent reading, and oral language skills. There is also a strong interest in improving reading and literacy through book clubs, story time, speech competitions, read-alongs, reading kits, "Power Hour" and

“Literacy Partners” which involves teachers, students, parents and the library. Family literacy was identified by the School-Library Joint Venture Planning Task Force as a much needed partnership program between schools and the library.

Every school wants more Spanish titles and bilingual books. In addition to El Rancho and El Descanso, where Hispanic enrollments are 63% and 41%, respectively, the overall PVSD enrollment is 21% Hispanic and 32% Non-White. PVSD has encountered 40 different languages among their students and families. Schools want leveled reading fiction and non-fiction for these diverse needs and abilities. They desire visual aids, wide print selections, computer software, encyclopedia, atlases and recreational reading in both English and Spanish to expand information base, strengthen vocabulary and improve research skills.

4. Multi-Media Formats and Computer Technologies: PVSD schools are working to make the transition from print-only libraries to library media centers. They wish for audiotapes and recorders, videocassette recorders, monitors and videotapes. They want to expand their use of computer technology and the internet. They desire more software, CD ROM collections, an automated database and research center, more workstations, computers and printers. Aural media for special needs students was also noted.

5. Homework and Tutoring Assistance: The Joint Venture Planning Task Force also identified curriculum and academic support as a critical library service need that both institutions could undertake in partnership. The schools are the purveyors of homework assignments and the Library is the daily after-school and weekend host to students completing their assignments. Camarillo Library desperately needs a designated space for a Homework Center. This center should offer volunteer and/or paid homework assistants, worktables, computer stations and data ports, and reference materials and current textbooks.

There is a growing demand for tutoring among high achieving students who seek help in specific subjects and remedial students who are struggling to reach grade level standards. While expensive private tutoring services are available, there are few affordable arrangements to be found. A school/library collaborative effort is needed to coordinate and interface volunteer and hourly rate tutors with students at little or no cost. It would be important for the schools to provide training and curriculum guidelines. The Library could create a tutoring exchange or referral system for tutors and students.

6. Library Staff Development: Young students and families are primary clients or users that both schools and the public library share in common. Each institution has human and material resources, expertise and experiences that, if shared, would further their respective missions and work objectives. The para-professional school library staff desires library management training from professional public library staff. Likewise, public library staff wants insight from school personnel in collections, curriculum and instructional guidelines. Staff development, cross training and resource sharing between school library and public library personnel is needed and overdue.

III. C. Library Service Needs of Residents and Patrons

The objective findings of the demographic analysis, the PVSD library assessments and the diverse input from focus groups and individuals on library service needs are in remarkable agreement. Local residents and library users commenting from their personal experience with Camarillo Library identified many common issues and themes. Comments were documented in over 200 letters from citizens to the City of Camarillo in 2000 and 2001, in ten community focus groups facilitated by Library Consultant Kathryn Page in 2001, and in the community “Design Camp” conducted by CWA Architect Stephen Finney in Spring 2001.

Letters came from young students, retired senior citizens, family members and professionals. The focus groups were organized for PTA/school parents, El Rancho Elementary Spanish-speaking parents, library staff, senior citizens, businesspersons and professionals, high school students, teachers and educators, Friends of the Library, the Chamber of Commerce and the community-at-large. (See Exhibit 2, Focus Group Notes)

The Camarillo Library Design Camp engaged the participation of library patrons and the broad community, including students, parents, senior citizens, Friends, civic leaders, teachers and library staff and volunteers. The following library service needs and issues were identified by all of these community members and frequent library users:

1. Facility Space: The lack of space in Camarillo Library creates problems and constraints for all library users, staff, volunteers and Friends. It severely limits library contents, functionality, physical comfort, accommodations and aesthetics. Inadequate space results in: reduced book stacks, deficient collections; “cramped” computers; “no workspace” for students; staff work areas that are “congested” and “lack privacy;” insufficient visitor seating; a crowded, noisy interior; and an overtaxed multi-service desk. Everyone wants “separate spaces for separate needs” of diverse age groups, activities and collections.

2. Collections: There is a universal desire for larger and more diversified collections in Camarillo Library. While there are some “gems,” there is consistent a complaint over outdated and inadequate resources. Educators and parents want to see more research and reference material, young adult fiction and non-fiction, classics and curriculum support. High school students are asking for current information, journals, more varied and even controversial selections, videos and an “electronic library.” Spanish-speaking school parents are seeking more books in both Spanish and English, cultural heritage material, video and audiotapes in Spanish, and ESL tapes.

Senior citizens want more large print and audio books, art and music collections. Business professionals need books and periodicals with current business information, speakers on tape, better newspaper archives and foreign language books. Others wish to see more bestsellers and specialty collections such as local history archives, maps, photographs, rare books, agriculture, biotechnology and the emerging technology corridor. Large numbers of library patrons, from very young to older adult, say they frequently travel out of the service area to other libraries to obtain adequate materials or conduct research.

3. Seating: Library users of all ages and intentions want better and more varied types of seating. With the exception of a small children’s seating area, everyone shares a common seating area. Patrons want separate and distributed seating, comfortable cushioned chairs, quiet relaxed reading areas with sofas and roomier computer stations and workspaces. One resident called the Library’s current seating arrangement so uninviting, you just “get it and go!”

4. Senior Citizens and Special Needs Groups: Comments from citizens regarding special accommodations included automated doors, convenient and adapted restrooms, safer flooring, and collections for those with limited hearing and sight. The elderly and physically challenged need more comfortable seating that is arranged conveniently near reference, pleasure reading and other collection areas. One focus group suggested providing social interaction for seniors. In addition, Camarillo Library is a branch library of the Braille Institute and needs a designated Braille reading area.

5. Children's Area: All groups commented on the need for a larger and more separated children's area where noise disturbance and book collections would not overlap with other designated areas. Parents, educators, students and staff strongly desire a storytelling room (currently in the distant meeting room) and a children's patio. Staff wants enough room to push book carts through so they can end their hand carrying operation. Computers, VCRs, reading spaces, listening stations, a children's service desk, cushions, stuffed animals and "more color" are among the many suggestions for making Camarillo Library more "children friendly."

6. Young Adult Area: There is currently no designated young adult section of the Library. Teens and older adults are forced to share collections and work spaces. High school students want an "educational hangout" with "lots of space and windows," large study tables, group study rooms, sitting and reading areas, journals and research material, books on jobs and careers, bestsellers, SAT books, computers, copiers, murals, bean bag chairs, and a place to purchase stationery and school supplies. Students yearn for a multi-media room with DVD viewing stations, vending and change machines, a designated refreshment area, an outdoor courtyard with tables and fountains and, of special importance, "extended hours!!"

7. Study Areas and Homework Support: The educator, student, parent and general public focus groups each expressed a strong need for study areas—"rooms for group projects," "study cubicles," "a quiet zone," or "study carrels wired for laptops." There is also a need for less formal study spaces, larger worktables ("no place to work or put 'stuff' "), and outdoor patio or courtyard study spaces.

Several focus groups saw a need for collaboration with schools to coordinate curriculum, events, home schooling and joint library activities. There is a need for a "homework center" with "resources and tutors." Teachers and parents called for educational programs on CD, storytelling, English language tutoring and writer's clubs. The business and professional group expressed a need for "distance learning" programs. Educators spoke of "marrying" school and public libraries, pooling resources and libraries as the "heart" of the school.

8. Computers and Technology: Every group and segment in the community wants a larger number of state-of-the-art computers, and an end to the long waiting times. Youth and adults want more workspace and privacy. There are requests for a separate computer lab, as well as separate computer stations in the Children's Area and in a Young Adult Area. People want more software programs, including educational, tutorial and graphics programs. Staff needs more storage CD ROM storage space, senior citizens would like computer training and professionals desire laptop ports throughout the library for portability.

9. Literacy Programs: Many citizens voiced the need for more reading and language assistance programs. The current adult literacy program is well received. The existing facility, however, cannot accommodate family literacy due to the lack of space. Teachers, parents, students and businesspersons expressed the need to respond to “changing demographics” and increase literacy materials and services to the community in general and to Spanish-speaking community in particular. Hispanic families requested a Spanish-speaking librarian, bilingual collections, language tutoring, homework support and books for sale in Spanish.

10. Staff Work Areas: Both the customer service and the nonpublic work areas of the existing library are crowded and congested with multiple tasks and functions taking place. Reference and circulation are combined under one desk and in a location that makes entrance and interior monitoring difficult. Staff laments a backroom workspace that is too small for separate sorting and shelving operations and for volunteers to have a worktable for book cleaning and repair. Staff does not have separate offices or workstations and a portion of their permanent storage of equipment and supplies is relegated to book trucks. One patron considered staff “good people in poverty-stricken circumstances.”

11. Friends of the Library: The Friends of Camarillo Library has 675 members and engages over 200 active volunteers in book sales and fundraising events. It is a major donor of new collections every year. The Friends operate a bookstore and gift shop in an offsite retail center. The Friends need and deserve a home in the library facility where they can maintain a store, hold events, and process books and resource material.

12. New State University: Many focus group discussions included the importance of a relationship with the emerging California State University Channel Islands. There is interest in the added student and educator population, the opportunities for resource sharing, and the charter school to be operated by CSUCI. The community is motivated to have a public library that matches the expectations and academic prestige of a university community.

13. Meeting Room: Everyone in the community discussions considered the current Adolfo Room far too small, too dark and uninviting. Most felt an ideal capacity to be 125-200 person occupancy. Many expressed a desire for multiple meeting rooms of various sizes to accommodate Friends’ book fairs, high school groups, author events, conferences, educational programs, concerts and recitals, exhibits and community events and civic gatherings.

14. Parking: Focus group and design camp comments on parking indicate that the current parking lot is “always crowded” and access must be shared with the adjacent Boys and Girls Club and Skateboard Park. After school, weekend and school break times are especially congested. There is also no convenient drive-up book drop.

15. Ambience: Residents and library patrons of all ages and needs desire an aesthetically pleasing library environment and an uplifting library experience. Collectively, they show a strong need for “more fresh air and natural light,” “outdoor courtyards,” grassy areas, fountains, comfortable places for “just sitting,” and tranquil reading and study areas. High school students want “lots of space and windows” and teachers refer to a “cozy college atmosphere.” The library should be “welcoming,” “inviting,” “appeal to all ages” and the entry should “make a statement.” Teachers, students, professionals and retired citizens want coffee and other refreshments and an atmosphere like Borders or Barnes & Noble. One focus group summed up the current library facility as “Disappointing. Old. Smelly. Dirty. Doesn’t match the mental picture of Camarillo.”

PART IV. SERVICE LIMITATIONS OF EXISTING LIBRARY FACILITIES

Executive Summary: Service Limitations of Existing Library Facilities

The extensive library service needs documented in demographic, school and community input data reflect the severe service limitations of existing public and school libraries. In order to evaluate the extent of unmet library service needs in the community, both Camarillo Library and the Pleasant Valley School District libraries are examined in this section for their current service problems and constraints.

The technical and quantitative analysis of Camarillo Library performed by library consultant Kathryn Page (KPA) in 2000-2001 provides a detailed assessment of library service limitations and deficiencies. With regard to collections, reader seating, staff offices, workstations and visual supervision, technology and meeting rooms, KPA found major limitations that were insurmountable in the current facility. All patrons share one reading area, space for collections was long ago exhausted, staff workspace is cluttered and cramped, and all group activities large or small must be held in the inappropriate and inadequate community meeting room.

The school libraries have many service limitations due to their size, multiplicity, nature of school operations, and ongoing statewide budget constraints. In the Pleasant Valley School District, library resources are divided among 14 schools on 13 site locations. Collections are incomplete and often out of date, seating and computer access are limited, classroom visitations are only 30 minutes a week, and library hours are restricted to school hours. Homework assistance and family literacy are priority needs, but cannot be addressed within the school structure. Moreover, school library staff is uncertified part time paraprofessionals in need of ongoing training.

The library service needs and existing limitations of both Camarillo Library and the PVSD school libraries result in a host of essential library services that are needed but currently unavailable. Thus, the potential for mutual program support between the public library and the school libraries currently go unfulfilled.

IV. A. Service Limitations of Camarillo Library Facility

With the exception of section IV.A.6, the following description of service limitations is taken from the February 2001 Kathryn Page Associates report, *Camarillo Library Services and Facilities Needs Study* (see Exhibit 4). That study incorporated technical analysis, staff interviews, site inspection and observation, and community focus group discussions.

1. Collection: Camarillo Library's circulation rate reflects a high-intensity user community that is "hungry" for library material, but the unfortunate irony is that its collection capacity is sadly undersized. *"It maintains a collection of 101,100 books and 4500 audiovisual media items. Circulation of this material has remained relatively stable over the past five years with an annual circulation of approximately 334,000 volumes. The collection turnover rate in 1999/2000 was 3.34.*

This indicates a moderately healthy circulation rate, with each item in the collection going out an average of more than three times during the course of the year." (KPA 2000, p. 26) *"Shelving for the*

collection is at 100% capacity. Even so, the collection is barely one-half the size it should be to adequately serve the current community need, much less anticipate the needs of the community in 2015. The current collection size is approximately 1.35 volumes per capita, far below the accepted norm of 2.5 to 3.0 per capita. The collection does not allow for sufficient breadth in titles or depth in numbers of copies. Numerous focus group participants reported that they routinely travel to other cities to use libraries with more full spectrum collections. The Camarillo Library collection simply cannot support the research or study needs of students or adults in its current setting.

“Books in other languages, audiovisual media, large print books and young adult book collections cannot be developed to the size needed due to lack of space.

“Shelving in the children’s picture book area is too high for small children. Many preschoolers cannot reach the top shelves or are in danger of hurting themselves when they try.

“Children’s nonfiction books are interfiled with adult nonfiction to save space. While this practice does have the beneficial effect of introducing adults to children’s titles they might otherwise miss, it blocks children from having easy access to the collection intended for their use and is a basic obstacle to effective service to children.

“There is no room for the display or merchandising of books, videos or audio materials. Every conceivable corner of the public space has been turned into shelving.” (KPA, p.29-30)

2. Readers’ Seating: *“Currently, 615 to 970 people visit the library on a daily basis, averaging 700 people on a typical day. There are 101 seats for the public in the library, with all but 8 seats located in the general adult reading areas.” (KPA, p. 26)*

“The library’s 101 seats are approximately one-third the number of reading and study seats the community will need by 2015. As space for shelving has become more pressing, seats have had to be sacrificed throughout the facility. Currently, almost all the available seating has been clustered in the center of the public space. 4-place tables set in a study hall-like arrangement fill the center of the library’s interior. Although staff acknowledges that there is a certain advantage in forcing everyone to sit together and in full view of the Information Desk, they are also aware of the disadvantages. There is no place within the building for someone to study quietly and in solitude nor is there any provision for small groups to work together without disturbing everyone around them.

“There is no separate space for children to read or study. Teens have no space to call their own and tend to congregate in the seating area, often with disruptive results.

“There is no seating distributed within the shelving ranges. People must take the books they wish to consult some distance from the shelves to the tables. Older adults commented in particular on their inability to sit down close to the large print books shelving.” (KPA, p. 30-31)

3. Staff Offices, Workstations and Visual Supervision: *“The current building layout mediates against efficient staff work patterns. There are three stand-alone book return drops located in the parking lot outside the building. Patrons who wish to drop off their materials without entering the building need to park their cars and then walk to the return bins to do so. To retrieve materials from these bins, staff must wheel empty book trucks out of the building several times a day. In addition, the noise of the full bins being wheeled into the building adds to the general disruption.*

"The staff work space is congested. Both staff and volunteers try to perform their behind the scenes tasks in a space designed for fewer people than currently assigned to the facility. There is little enclosed storage space, so boxes of supplies and other materials are piled on tables, book trucks, desks and the floor.

"The check-in and sorting operation also occurs in this space. There is insufficient space to park or marshal the numerous book trucks that hold recently returned material. "Staff park and dispatch these trucks in the open area, often blocking aisles and pathways.

"The Library relies heavily on volunteers to perform many tasks. There is no space specifically given over to these important workers. They make do as best they can within the extremely crowded workroom." (KPA, p. 32)

4. Technology: *"The public access to computers have been clustered in an area adjacent to the Information Desk. While the Library, with the City's help, has recently been able to increase the number of computers available, several focus group participants reported that they do not feel comfortable using the library's computers due to the tight quarters in which they are housed. They are arranged in a way that allows no privacy or discretion as to what is being viewed on the screen. Online catalog or Internet searches on health or personal problems must be performed in full view of others seated on either side." (KPA, p. 28)*

"The Library currently offers 25 computer workstations for public access. This quantity speaks well of the commitment by the Friends of the Library, the City and the Library to incorporating new technology into library services since the existing facility was not designed to accommodate electronics. Considerable ingenuity was required to make this level of computer access available.

"The space restrictions of the current library have required an extremely dense arrangement for this equipment. All of the workstations are installed together in tight rows that do not allow any distance between users. The resulting lack of privacy has been described above.

"Even with this number of workstations, there is a demand for more. Staff estimates that 100% of the computers are in use 50% of the time. People routinely sign up in advance and wait for their turn to use the equipment.

"There is no room in the children's area to install any computers. This is a deterrent to computer use by youngsters. Often, young children and teens become intimidated by the competition for the computers as well as by the exposed setting and decide against using the equipment.

"There is no opportunity to use the current computers for technology training due to their heavy use, even though the need for this service was mentioned by several focus groups. Similarly, neither homework help nor literacy tutoring programs can make use of the equipment on a regular basis.

"Finally, the high demand for computer time requires constant staff attention and policing." (KPA, p. 31-32)

5. Meeting Rooms: *"The Library's Don Adolfo Room has a seating capacity of 60. It can accommodate medium sized audiences and is well situated within the building, directly to the left of the public entrance. The Friends of the Library host author events that attract 100 people or more. These events must be staged at remote locations, which weakens their connections to the Library and diminishes their effectiveness as Library awareness-raising events.*

“Use of the meeting room is very competitive. It is used two days each week by the Library’s highly successful adult literacy program and at least once a week for storytelling.”

“Storytelling programs are an ongoing and basic service the Library provides to introduce reading and the love of books to young children and their parents. The current Library has no space available, other than the Don Adolfo Room, for this activity. Ideally, dedicated space for storytelling should be located adjacent to the children’s picture book collection, so that the storyteller can lead the children to the book collection to find materials to check out directly after they hear the story.” (KPA, p. 32)

6. Special Purpose--Homework Assistance, Tutoring and Literacy: The library service problems described above severely constrain or preclude children’s storytelling, quiet reading, computer use, collections, small group study, a Friends bookstore and community events. In addition, much-needed homework assistance, tutoring and literacy programming is either compromised or simply not possible in the current facility. There are no dedicated spaces removed from other general library activities for these specialized learning activities. For example, adult literacy is currently conducted in the Adolfo Room where several individuals are being taught at the same time. Under these circumstances, Ventura County Library is prevented from implementing its countywide family literacy program at the current Camarillo Library facility.

IV. B. Service Limitations of Pleasant Valley School District Libraries

The service limitations of the PVSD school libraries were analyzed from individual school library surveys and improvement plans, work meetings of the School-Library Joint Venture Planning Team, and *The Library Improvement Plan, 2001-2002* of the Pleasant Valley School District.

1. Collections: Survey results from PVSD schools indicate a strong need for larger collections that are more up-to-date and varied in format. At last count, PVSD’s district-wide average was 14 books per student, regardless of copyright or quality. This is substantially less than the goal of 20 up-to-date, relevant and enticing books per student set by of the state Superintendent of Public Instruction. Efforts to purchase new books and multi-media collections are always limited by local and statewide budget conditions.

PVSD Library is also trying to upgrade copyright dates. However, even in its priority areas, only 49% of earth sciences materials and 40% of its technology materials meet the standard of 10 years old or less. The copyright dates of others collections are even older.

In addition, the recommended level for classroom libraries is 1500 books for instructional and recreational reading. The PVSD average is 800. Good classroom collections are important for preventing artificial grade leveling and keeping the materials within a classroom fresh.

2. Readers’ Seating and Facility Space: PVSD schools with enrollments of 400-500 students have school libraries equal in size to two classrooms. They have a maximum seating capacity of 36 students or one class. In recent years, computers and multimedia resources have been added. In order to conduct large group activities and provide adequate space for interaction with equipment, these school libraries now need space equal to four classrooms. Growing student enrollments and funding limits for school construction make such expansions impossible.

3. Technology: PVSD school libraries have an important role in the district's *Educational Technology Strategic Plan*. While each classroom has 1-6 computers, the PVSD libraries now have 4-12 computers with Internet access, email and an automated circulation system. The PVSD school libraries are also networked.

In general, school computers are in short supply and student access for research and curriculum-related projects is extremely limited. Moreover, school computers are far short of the desired multimedia workstations with printing, scanning, video and CD ROM resources. Online access to school site and district library catalogs is available, and there is a serious need for computer access by students who do not have home computers.

4. Operating Hours and Schedules: School libraries operate only during school hours. Classroom visits are restricted to once a week for thirty minutes. While parents are allowed to visit, libraries are closed in the evenings, on weekends or when school is out of session. The effectiveness of school libraries is severely limited because they are inaccessible, either physically or electronically beyond official school hours. School library personnel see a need for more flexible scheduling, but policy and budgeting constraints currently preclude such a possibility.

5. Curriculum, Literacy and Family Support: Schools are the daily front line public service provider to children and families in the community. Local population changes and social trends are often first observed in schools. PVSD encounters larger numbers of racial minorities, non-English speaking persons, migrant farm workers, and families in poverty or homeless than any other agency in the community.

Due to operating, budget and professional limitations, schools cannot offer enough assistance to students and their families to further their educational effectiveness and success. Curriculum and academic assistance, literacy programs and parental guidance materials are ways that Camarillo Library can serve to strengthen education.

6. Staffing: *"Students whose library media specialists play an instructional role tend to achieve higher average test scores."* (PVSD, p.5) The PVSD District Library is administered by the certificated Instructional Media Coordinator, with assistance by a Library Services Specialist. Each school library, however, is managed by a part time para-professional Library Media Technician. Because school library personnel do not have formal training or education and because library management is undergoing rapid change, there is an ongoing need for professional development in the use, resources and technology of library media centers.

7. Funding: Schools in California are notorious for operating under fiscal constraint, if not crisis, much of the time. In anticipation of a \$17.5 billion state deficit in 2002-03, budget cuts in education and elsewhere are already underway. Loss of funding results in intangible losses to school libraries. *"Funding is important; but two of its specific purposes are to ensure adequate levels of staffing in relation to the school's enrollment and a local collection which offers students a large number of materials in a variety of formats."* (PVSD, p. 5)

Moreover, library funding and academic performance are more interdependent than other factors. *"Research indicates: > Students at schools with better funded library media centers tend to achieve higher average reading scores, whether their schools and communities are rich or poor and whether adults in the community are well or poorly educated. >The size of the library media center's total*

staff and the size and variety of its collection are important characteristics of library media programs which intervene between library media center expenditures and test performance.” (PVSD, p.5)
Unfortunately, the funding to alleviate school library service limitations will not be coming any time soon.

PART V. PHYSICAL LIMITATIONS OF EXISTING LIBRARY FACILITY

Executive Summary: Physical Limitations of Existing Camarillo Library Facility

Built in 1974, the existing Camarillo Library is a low profile one-story building of 16,500 square feet, located on a city park. It is adjacent to a skateboard park, other recreational facilities, the local Boys & Girls Club, and surrounding residential uses. With its modest architectural features, few windows and lack of prominent signage or entry, the building has little presence or civic identity. Due to the tremendous growth in population and changes in library technology since its construction, the present facility is overwhelmingly deficient in size and infrastructure. In its current condition, it is impossible for Camarillo Library to deliver the quality and scope of library services so needed by the community.

In spring 2000, Group 4/Architecture Research + Planning, Inc., under the direction of Kathryn Page Associates, conducted an investigation of the key components of the existing Camarillo Library facility. They formed a Building Evaluation Team with library and building maintenance staff, conducted interviews and went on site inspections. They also reviewed relevant construction documents, maintenance reports, building codes and local plans. The resulting analysis of Camarillo Library's building systems was reported in the KPA-Group 4 *Camarillo Library Services and Facilities Needs Study* of February 2001 (see Exhibit 4). Excerpts from that study are provided in this section.

The KPA-Group 4 Study also provided an analysis of Library Expansion Options, which reviewed the expansion potential of the existing facility and site, as well as 11 other alternative sites in the service area. Site evaluation criteria developed by local staff and citizen participants were used in that analysis.

All of Camarillo Library's most serious service limitations are a direct consequence of its physical limitations. The KPA-Group 4 Study concluded that in view of its many physical deficiencies, the only way to effectively meet the present and future library needs of residents is to completely replace it with a new and larger building on a larger site. Of particular concern are the current facility's age and deterioration, energy deficiencies, health and safety risks, failure to accommodate the disabled, severely limited space and library functionality, problems of noise, lighting and technology support, and site and parking orientation.

V. A. Structural

The 1972 structural design of the current Camarillo Library building was based on the 1970 Uniform Building Code, which has since been revised as a result of more recent California earthquakes. No changes to the structural system of the building have been made since its original construction.

Group 4 summarized the design as *"an 8" thick reinforced concrete block structure with wood joints and steel beams framing the roof. The building sits on a 4" concrete slab on grade, with typical 12" deep footings at load bearings walls. The building is designed as a shear wall structure. Seismic loads are distributed to the perimeter walls by the floor and roof diaphragms. The seismic forces are then transferred to the foundations by the masonry shear walls."* (KPA, p. 21)

Because the KPA/Group 4 study found the best alternative to be full replacement of the library facility through new construction on a larger site, no further evaluation or structural analysis was performed on the existing Library building.

V. B. Energy Conservation

None of the building systems in the current Camarillo Library facility have been upgraded in the 28 years since it opened in 1974. There is virtually no sustainable or green building design strategies employed. All of the lighting, heating, air conditioning, water and cabling systems are completely outdated, inefficient and due for replacement.

With regard to energy efficiency, the KPA-Group 4 study describes the existing roof-mounted, gas-fired air-handling unit as follows: *“By current industry standards, the components of the multizone unit have no useful life left and are generally below today’s standard. The multizone dampers on the units of this age leak, adversely impacting system capacity, comfort, and energy usage. Anchorage and bracing of equipment, piping and duct work would be required to meet current seismic standards. The configuration of the HVAC system does not appear to provide adequate fresh air quantities to meet current code requirement when fully occupied.*

“Multizone systems are generally expensive and difficult to reuse because it is problematic to add temperature control zones. Should the library wish to extend hours for certain areas of the facility, the existing system would require that the entire multizone unit operate. Other types of systems could allow for partial operation of the facility.” (KPA, p. 21) *“The occupants generally report that the building space temperatures are uneven; some areas a consistently overcooled while some areas get uncomfortably warm and even hot.”* (KPA, p. 22-22)

With regard to the fluorescent lighting system, Group 4 indicates, *“Most of this lighting appears to be in fair to poor condition. The system is extremely energy inefficient, very expensive to maintain and outdated.” “The lighting controls are completely outmoded and offer none of the energy saving features required of modern designs. “The meeting room is not provided with sufficient control to allow the kinds of modern high-tech A/V presentations typical for more modern spaces of this type. At any rate, the lighting provided in these spaces is inadequate for this use, regardless of the control methods provided.”* (KPA, p. 23)

Water efficiency is also out of the question in the library’s current state. The original plumbing is *decrepit* to the point of likely leakage. Recycled water and drought-tolerant plants are not in place, and low-flush toilets and fixtures have never been installed.

The current Camarillo Library lacks design and materials efficiencies such as a thermally efficient building envelope, special roofing and glazing, use of natural ventilation and daylighting, or reliance on alternative energy sources such as photovoltaics.

V. C. Health and Safety

There are several areas of health and safety concerns in the current library facility noted in the KPA-Group 4 Study. The original roof contains asbestos that is still in place under a newer layer of roof. There are walking hazards presented by the slippery tile floor in the entry and the deteriorated carpeting in high traffic areas installed 12 years ago. It is also likely that asbestos is contained in the original carpeting adhesives, which are still in place, and that lead-based paint would be found in the original layers of semi-gloss and enamel paint on the plaster walls. Another hazard is the easily broken plate glass, rather than tempered glass, found in areas near the floor and doorways that are vulnerable to kicking and slamming.

A fundamental health matter is poor indoor air quality. The old and deteriorating HVAC system lacks the filtration and ventilation capability to remove toxic gases and microbes for the delivery of healthy air. Another basic safety problem is the exposed telephone conduit and cable wiring in public and office spaces from more recently installed tele/data services. Poor lighting and uneven temperature control pose additional health and safety hazards.

As for fire protection, the building is not equipped with sprinklers, now a requirement of new library construction and remodels since 1997. There are smoke detectors located in various parts of the building and linked to an alarm system. Such a high-occupancy public building should be fully sprinklered. Group 4 concluded, *"We recommend that a new multizone, addressable, modern fire alarm system be provided no matter what option for facility expansion is chosen."* (KPA, p.24)

V. D. Disabled Access

Having been constructed prior to modern accessibility regulations and codes, the existing library building and site are not in compliance with the Americans with Disabilities Act (ADA). Doors are not automated, most doorway clearances are too narrow for wheelchairs, and substandard doorknobs require strength and dexterity. Aisles in book shelving areas are too narrow for adequate wheelchair accessibility, and both the public and staff restrooms are also below ADA clearance standards. A county-wide ADA study in 1994 concluded that Camarillo Library restrooms should be modified, however, that work was never funded or carried out. The library also lacks special signage, railings, seating and equipment for accommodating the disabled.

V. E. Lighting

The KPA Study analyzed existing library lighting from functional, aesthetic and utility perspectives, and found serious limitations. *"As the building has few window openings and a roof overhang, the quality of daylight entering the building is very inadequate. The abundance of mature trees near the library further reduces the amount of daylight filtering into the building."* (KPA, p.8) *"For users and staff alike, the lack of daylight and the lack of a sense of connection to the outside are oppressive."* (KPA, p.15)

“Suspended acoustical tile ceilings are used throughout the building. The quality of the illumination is in unpleasantly high contrast with surrounding areas and has an unattractive blue cast in addition to being inefficient and outdated.” (KPA, p.20) “The existing fluorescent lighting systems provide too little illumination for many tasks and the lighting provided is of relatively poor quality.” (KPA, p.22) “Most of this lighting equipment appears to be in fair to poor condition. The system is extremely energy inefficient, very expensive to maintain and outdated.” (KPA, p.23)

“The parking lot is provided with a series of 40 watt pole-mounted fixtures, which appear to provide a safe level of illumination. These fixtures, however, are also dated in their style and offer no glare control whatsoever, sending high levels of unwanted and unnecessary discomfort glare to neighboring properties. Emergency lighting throughout the facility is supplied by unswitched or nightlight fixtures.” (KPA, p.23)

V. F. Acoustics

“Noise is a pervasive problem, noticeable from the building entrance to the farthest corner of the public space. There is an ongoing, moderate to high level of disruptive, ambient noise in the building more or less constantly from early afternoon through closing time most days of the week.” (KPA, p.26)

“The tiled floor and narrow dimensions of the lobby create a clatter effect that is audible well into the building interior.” “The space allocated to children is essentially one corner of the main public space as well as a small, adjacent alcove. Inevitably, the noise from this area travels throughout the rest of the public space, adding to the general hubbub.” (KPA, p.26)

“Library patrons have the option of working in the main reading room or one of the smaller reading areas. Since these spaces are not acoustically isolated, small study groups may not be able to maintain the level of quiet required by other patrons. Larger groups may hold meetings in the Don Adolfo Room, which is acoustically isolated from the rest of the library. (KPA, p.18)

“The congestion and noise prevent visitor’s ability to concentrate and detract from any sense of quiet contemplation within the building many hours of each day. In short, in the words of one informant, ‘the library has become a place you go if you have to, not because you want to’.” (KPA, p. 29)

V. G. Technology Infrastructure

With only 26 computers, and no available floor space or electrical service for more, computer usage and demand are extremely high. Computers are arranged very close together in one area with no room for personal effects, workspace or viewing privacy. Patrons of all ages must share the same equipment. Moreover, in order to provide for multimedia and computer equipment, the library’s outdated electrical system has been modified, but with only minor upgrades.

“Recent upgrades to the Camarillo Library include the installation of a new sub panel for extra circuits for receptacles and updated switching. It should be noted that this recently installed tele/data service and cabling infrastructure is necessarily very limited in its ability to serve the real needs of a modern library.” (KPA, p.24)

“The minimal nature of the tele/data cable distribution infrastructure also presents severe limitations. Staff have few choices as to where computers and other electronic equipment can be located for patrons and staff.” (KPA, p. 22)

“The space restrictions of the current library have required an extremely dense arrangement for this equipment. All of the workstations are installed together in tight rows that do not allow any distance between users. (KPA, p.31)

V. H. Space Flexibility or Expandability

At 16,570 square feet in size, a current service area population of over 66,000 and a 2020 population of 95,000, the existing Camarillo Library is one-fourth the recommended size for meeting current and future needs. Originally built for a population of 20,000, the library ran out of all space flexibility long ago. Along the way, every conceivable space was converted to shelving which, at maximum capacity, provides for only at one-half the acceptable level of collections. Every library function and activity—seating, reading, studying, technology, staffing, storytelling, tutoring, community meeting, Friends--is grossly compromised by space limitations.

“The current library was designed to serve a much smaller population than the community it serves today. Its service capacity is strained to the breaking point. (KPA, p.26)

“As space for shelving has become more pressing, seats have had to be sacrificed throughout the facility.” “There is no place within the building for someone to study quietly and in solitude nor is there any provision for small groups to work together without disturbing everyone around them.” (KPA, p.30)

“The children’s space is almost entirely devoted to shelving for the collection. The only seats specifically for children that remain are one lounge chair and eight toddler chairs. Elementary school age children must use the adult seating to study or read.” (KPA, p.27)

“Library staff must use aisles and paths of travel to park and marshal book trucks that contain materials to be reshelfed. There is a lack of circulation space through the building due to the addition of shelving units, book trucks and other pieces of equipment that fill the space.” (KPA, p.28)

“...several focus group participants reported that they do not feel comfortable using the library’s computers due to the tight quarters in which they are housed. They are arranged in such a way that allows no privacy or discretion as to what is being viewed on the screen.” (KPA, p. 28)

KPA-Group 4 facility needs assessment for projected population of 95,000 resulted in a recommendation for a 65,000 square foot library with 195 parking spaces and 15% landscaping. In a community technical workshop, site evaluation criteria were developed including the minimum size of 3.0 acres for a 2-story library and 3.8 acres for a single story library. The existing library site is not feasible for the needed expansion.

“The present library site in Pleasant Valley Park is only 2.1 acres. This size is significantly less than the 3.0 to 3.8 acres recommended. Many community members perceive the adjacent skateboard park as an incompatible adjacent activity. The size of the new facility and its parking structure would be imposing and out of scale within the residential, primarily a one-story neighborhood surrounds the present site.”

“The present library would need to be demolished to construct a facility that meets the recommended area and parking requirements. A decked or under building parking structure would have to be constructed. Either of these would increase project costs.” (KPA, p.52)

V. I. Functional Spatial Relationships

The space limitations of the existing facility negatively impact every library function and activity. There is simply no room to create spatial relationships and adjacencies to support independent activity, noise separation, privacy, concentration, tranquility, comfort, enjoyment, staffing efficiency, supervision and safety.

“...all building services for the library are visually prominent when viewed from the parking lot and do not offer the most efficient usage by staff and service vehicles. In any re-planning for the parking lot, consideration must be given to the patterns of vehicle and pedestrian circulation, allocation of space for service functions and the way these impact the experience of library patrons. (KPA, p.12)

“As an interface between the community and the library, the entry should be more prominent...It should be an active central node in the library; a place to pause, meet others, gather information, orient oneself, and transition from the community park to the quieter atmosphere of the library.” (KPA, p.14)

“The relationship of the entry to the rest of the library is problematic. Library staff has no means to oversee what occurs in the restroom areas and in the meeting room. Architecturally, the corridor entry is a dark, awkward space, which serves no real function and isolates library functions. (KPA, p.18)

“The circulation desk, the information desk, and the library staff work areas are located in the southwest portion of the building directly off the main reading room. Supervision and visual surveillance of the corner reading rooms are difficult due to the relationship of the staffed areas to the reading rooms. The main entry into the building is through a 36” long x 10’ wide corridor. Located off this corridor, the public restrooms and the Don Adolfo room are completely isolated from staff’s view.” (KPA, p.17)

“Deliveries enter the building through the back door in the staff area. The location is acceptable, but a problem arises, as there are no provisions for short-term storage and processing of deliveries. The same door at which deliveries are made is where staff carts in the books from the book drop-offs by the main entry. This is also the same door that staff use for entering and exiting the building. A copy machine is in the vicinity of this door. The resulting multitude of activities that place (sic) in this area cause significant inefficiencies in the daily operations of the library. (KPA, p.18)

“There is no room for the display or merchandising of books, videos or audio materials. Every conceivable corner of the public space has been turned into shelving.” (KPA, p.30)

“The new books and videos display, located opposite the circulation desk, creates a recurring bottleneck as people in line to check out their materials cross paths with people who want to browse the display shelving. Often, to exit the library, one must move through a standing crowd of individuals who are either trying to find a few good books to read or are waiting to check out their books.” (KPA, p.27)

“The only seats specifically for children that remain are one lounge chair and eight toddler chairs. Elementary school age children must use the adult seating to study or read.” (KPA, p.27)

As for storytelling, “The current Library has no space available, other than the Don Adolfo Room, for this activity.” (KPA, p.32)

“There is no separate space for children to read or study. Teens have no space to call their own and tend to congregate in the seating area, often with disruptive results.” (KPA, p.31)

“There is no space in the children’s area to install any computers. This is a deterrent to computer use by youngsters.” (KPA, p.31)

V. J. Site

The present Camarillo Library is located in Pleasant Valley Park, in close proximity to park activities, schools and residential zones. The park activities, which include a skateboard facility, tennis courts, baseball diamonds and indoor pool, are often disruptive to the more subdued library environment. Moreover, while the current location is convenient to the community, it does not offer proper site orientation or adequate site space for a facility expansion to meet contemporary needs.

The KPA-Group 4 Study reviews the physical limitations of the building on its present site. *“The current building lacks identity as a civic landmark. It is an architecturally nondescript building rendered almost invisible by its location in a suburban park environment.” (KPA, p.15)*

“While the landscape is consistent with neighboring homes, the library building can be easily missed if one is unfamiliar with the area. Low visibility from the street offers little civic identity. The building’s few windows prevent the viewer from obtaining a sense of the library function from the outside. The building’s entry and signage are difficult to see. In the planning of a new facility, special consideration should be given to the building orientation on the site. A northern exposure is generally preferred for this type of building use as it provides an even, glare-free light that is most suitable for reading and studying.” (KPA, p.8)

In the Library Expansion Options section of the KPA-Group 4 Study, the present site is found to have the following *Disadvantages*:

- *Site too small for needed facility and parking capacity*
- *Conflict with skateboard park*
- *No room on site for future expansion*
- *Scale of new facility negatively impact the adjacent residential area*

The report also cited unreasonable cost factors involved in expansion on the current site, such as placing parking underground and establishing a temporary library during construction.

V. K. Parking

The current parking lot for 107 vehicles is shared by library patrons, staff, service delivery, book drop-off and trash handling. The lot reaches overflow capacity during special library events, and also takes up spillover parking from other park activities. All of these disparate functions are incompatible with one another and, at times, pose safety hazards.

“Full use of the lot by library patrons is limited from time to time by competing park activities at the tennis court, the skateboard park, or other events.”

“At the present level of service, the existing vehicle parking is adequate except during special library events such as book sales and other events. It may be assumed that a significantly increased level of service of the library will require the provision of additional parking.”

“Lack of parking is an obstacle to library use. Therefore, as library service increases, parking should be increased.” (KPA, p.11)

“Staff and delivery currently share a small parking lot off the main public parking. There is a total of six parking stalls for staff. Delivery trucks invariably have to parallel park and block access while deliveries are being made.” (KPA, p.12)

PART VI. SPACE NEEDS ASSESSMENT

Executive Summary: Space Needs Assessment

The 2001 *Camarillo Library Services and Facilities Needs Study* and the 2002 *New Camarillo Library Building Program*, prepared by Kathryn Page Associates (KPA), recommend an overall library building of 65,621 gross square feet. This building size is based on the space planning guideline for libraries of 0.69 square feet per capita, and a projected population size of 95,000 by the year 2020. A building of this size would allow Camarillo Library to overcome its service and physical limitations and meet the many critical needs for library services identified in the foregoing analyses.

The currently unmet or under met library service needs that would be addressed by a new facility of sufficient size, spatial plan and infrastructure are: collections, readers' seating, technology, community meeting room, homework assistance, literacy tutoring, children's storytelling, young adults area, quiet and group study, staff service desks and workstations, Friends book sale and refreshments.

Presented below is an explanation of the space needs and allocations for the proposed *New Camarillo Library* and how they were determined. Much of this data is derived from the analysis and recommendations provided by KPA in the 2001 *Camarillo Library Services and Facilities Needs Assessment Study* (see Exhibit 4). The narrative text below is then followed by Appendices A-E from the KPA April 2002 *New Camarillo Library Building Program*, which provides all facility space requirements and complete listings of assignable and non-assignable square footage allocations.

VI. A. Library Collections

1. Current Status of Collections & Capacity of Proposed Building

Camarillo Library's collection in 2000 was 101,139 books and 4,512 audiovisual media items. The book collection represents 1.3 volumes per capita, far short of the accepted baseline standard of 2.5 volumes per capita. The proposed new 65,500 square foot facility, at four times the current library size of 16,500 square feet, will readily contain the collection target of 242,000 book volumes by the year 2020. Much of the increase can be accomplished simply by providing sufficient shelving.

2. Collection Development, Justification & Purchasing Patterns

New Camarillo Library's collections will be developed and expanded according to population size and growth, community demographic characteristics and the specific program needs of local schools and library patrons.

The Adult book collection will be allocated as follows: 63% for adults, 2% for young adults and 35% for children based on current and projected age group size and usage. The Adult collection will grow from the current 63,810 volumes to 152,460 in the year 2020. The Young Adult collection will increase from 1,793 to 4,840. The Children's collection will expand from 35,536 to 84,700.

To be responsive to the non-English speaking community, the international languages collection will be increased from the current 630 volumes to 8,470 or 3.5% of the overall book collection. This includes a special children's international language collection.

The large print collection for seniors will be increased from 1,264 volumes to 8,630 volumes or 3.6%, and the business reference collection will be continuously updated and expanded as needed. A Camarillo history collection with 200 items and a parent's collection with 250 volumes will also be established. Moreover, a new *Camarillo Library Learning Center* will contain collections of school textbooks, reference material, and instructional guidebooks for the Homework Center and 100 literacy-tutoring books and other materials in the Literacy Resource Center.

To stay abreast with the growing use of electronic formats, the audiovisual media collection must be increased to 24,200 items or 10% of the book collection. In this category, 70% would be devoted to adults, 5% to young adults and 25% to children. This target includes books on tape, VHS and DVD videos, CD ROM software and other formats as they become available. Multimedia collections will be developed for various age and interest groups, as well as for academic support.

The collection of magazines and newspapers is currently at 269 subscriptions or 4.0 titles per 1000 population. This collection will be increased to 450 titles by 2020 to provide 4.7 titles per 1000 population. Specifically, more titles must be made available for young adults, children and the international languages collections.

In addition to community characteristics and per capita measures for planning the appropriate collection development, the circulation rates of Camarillo Library are considered. Camarillo Library's current turnover rate is healthy at 334,000 volumes, or 3.34 times per year per volume. This rate will undoubtedly grow as the collections grow in the larger, more resourceful and more engaging facility. Not only will a new library accommodate more users, but patrons who currently use other libraries with bigger collections, will remain in the service area when the library can meet their needs.

Collections development from 2000 to 2020 is summarized in Appendix A of this section, "Camarillo Library Collection Growth Plan," and Appendix B of this section, "Camarillo Library Collection Space Needs in 2020," both from the *New Camarillo Library Building Program* prepared by KPA.

Collections are purchased by Ventura County Library with property tax revenue and annual donations from the Friends of Camarillo Library. In order to develop the book collection to 242,000 volumes by 2020, the library will acquire an average of 8,250 volumes a year for 17 years, or 140,000 volumes in total. City of Camarillo property tax will provide \$2.00 per capita for collections, an amount the City will guarantee. The Friends will continue its annual contribution of at least \$50,000 a year and the County will budget a minimum of \$40,000 each year. The new collection budget will thus begin with \$225,000 in revenue in the first year. At the current average of \$25.00 per volume, it will cost \$206,250 for new books in the first year. The surplus can be used for purchase of collections in other formats. The per capita revenue source will continue to increase as population and property taxes grow, thereby keeping up with the inflationary cost of new book purchases.

3. Summary of Projected Collections

The New Camarillo Library will have the space to house the full spectrum of library collections to meet the multiple needs of its community. By 2020, the book collection for adults will reach over 152,000 volumes in size and include new books, rentals, fiction/ genre, nonfiction, large print, paperbacks, international language, literacy, reference, business, local history and a parent's collection.

In addition to the adult collections available to them, young adults will have nearly 5,000 targeted hardback and paperback volumes. Children's books will grow to nearly 85,000 to include new and display books, fiction and folktales, nonfiction, paperbacks, picture books, easy readers, international languages, holiday books, puppets and reference volumes

By 2020, subscriptions will include 360 magazines with back files and newspapers will be increased to 15 with back files, up from the current 5. International language magazines will be an added feature with 24 subscriptions by 2020. For young adults, 15 magazines will be added, and children's magazines will increase from 24 to 36.

The audiovisual collections will take a tremendous leap forward. In 2020, nearly 17,000 adult AV items will be available, including feature film videos, nonfiction videos, music CDs, audio books, audiocassettes, DVDs, CD ROMs and other formats yet to come. Young adults and children, who currently have no targeted AV material, will have all of the same formats appropriate to their age and needs.

The collection plan for the New Camarillo Library of 2020 provides for 266,200 total items. Book collections make up 242,000 and audiovisual formats 24,200. A detailed chart of collections indicating size, format, category and subcategory of each collection, including volumes per linear foot and assumptions regarding percent of collection in circulation, is provided in Appendix B of this section, "Camarillo Library Collection Space Needs in 2020."

4. Chart of Space Needs of Collections

For a detailed chart of the space needs of each collection, please refer to Appendix B. "Camarillo Library Collections Space Needs in 2020." This chart shows the calculations used to translate each collection subcategory into space needs. Conversion factors used in the calculations as shown are as follows:

- Type of shelving or storage unit.
- Number of volumes per shelving or storage unit in linear feet.
- Number of shelving or storage units needed to house collections.
- Number of assignable square feet per shelving or storage unit.
- Amount of assignable square footage needed to house shelving or storage units.

Total space needed for children's, young adult and adult audiovisual, books and magazines collections is 24,106 linear feet of shelving and 18,506 square feet of floor space.

VI. B. Readers' Seats

1. Patron Seating in Proposed Facility

A total of 340 seats will be provided in the proposed *New Camarillo Library* for general public seating. This includes 240 seats in adult and young adult areas for new books, rentals, circulating books, reference, history, international languages, magazine, audiovisual and quiet study. For children, 100 seats are allocated in fiction and nonfiction, reference, picture books, magazines, international languages and parent's collection.

In addition, the Homework Center and Literacy Center will each have 16 seats at worktables, and five Group Study Rooms will be allocated six seats each for a total of 62. A new Children's Storytelling Area will have floor seating for 50, finally, the Meeting Room will accommodate 200 seats.

For number, type and square footage allocation of all readers' seating needed to meet the requirements of the proposed facility, please refer to Appendix C of this section, "Camarillo Library Reader Seating" from the *New Camarillo Library Building Program* prepared by KPA.

2. Seating Standard Used

The standard used to determine appropriate seating capacity is 3.0 seats per 1,000 population, the recommended baseline for communities of the service area's size. A small amount of seating was then added to this baseline because of the high level of use expected by the school age population, as well as the sizeable senior citizen population. Recent trends in California library use indicate longer visits and extended study by library patrons.

3. Readers' Seating Space Needs

In order to translate the various types of readers' seating into space needs, fourteen different types of seating were identified. These included table seating, armchairs, toddler seats, window seating, stacking chair, floor seating, workstations, and AV and ADA equipment seating. An appropriate square footage was allocated for each type of seating. The total space need for all seating in the New Camarillo Library is 13,450 square feet. For detailed calculations, please refer to Appendix C of this section, "Camarillo Library Reader Seating."

VI. C. Technology

1. Technology Equipment and Workstations Required

The existing library has only 26 computers crowded together in a single area. There are no designated computers for children or young adults and no provisions for training. The 64 public access computers recommended for *New Camarillo Library* was determined by looking at the current practice in new California libraries of one workstation per 750-1250 population, and the 2000 local population of 66,345. Workstations will be strategically located in the library for use by adults, young adults and children. In addition, the new Homework Center/Technical Training area will have 16 computer workstations.

Computers will be formatted for separate and combined purposes, including online catalog, Internet, special database, CD ROM and word processing. Ten computers will be at stand-up workstations. Data ports for mobile computers will be designed in appropriate locations throughout the library. There will also be 20-networked printers distributed with computer clusters throughout the library

Other public access equipment to be provided to meet patron needs is: 5 express checkout stations near the Circulation Desk and Children's Desk, 4 copy machines, 4 listening stations, 2 microfilm reader/printer stations, and 1 ADA audiovisual station.

Telecommunications and network server equipment will be housed in a Telecommunications Room of 200 square feet. This room will be adjacent to staff work areas and centrally located for cabling efficiency throughout the building. Cabling and wiring will be concealed and away from public traffic areas.

Electrical and data wiring and cabling will be provided for twice the number of computer workstations, audio visual and peripheral equipment currently planned for the new library. This will allow for growth in number and types of equipment in the future. Electrical power, fiber optic, coaxial cable, telecommunications, security and emergency wiring will require electrical closets, conduit and raceways for all building systems. Specialized electrical support will be provided to meeting and training spaces for online interactive demonstrations, distance learning, and video and sound projection.

2. Technology Space Needs

In order to translate technology equipment needs into space needs, a square footage space allocation was determined for each type of equipment, including sit-down computer workstations, stand-up computer workstations, express checkout stations, audio listening stations, copy machines, microfilm reader/printer, ADA audiovisual and networked printer. Total assignable space required to accommodate the equipment, workstations and telecommunications room planned for the new library installation, excluding future technology expansion, is 3,489 square feet. For a detailed space needs of each item of technology equipment, please refer to Appendix D of this section, "Camarillo Library Public Computers and other Equipment" from the *New Camarillo Library Building Program* prepared by KPA.

VI. D. Staff Offices and Workstations

1. Staff Organization

The overall size of the proposed library will increase by four times and the visitor count will increase from the current average of 750 to 1500 visitors per day in 2020. Circulation will also increase 25% to 75%. However, with the introduction of greater work and storage space, better functional space planning, and self-check out/self-sorting by patrons, many staff work and supervisory activities will become more efficient and productive.

Based on the plan of service which considers service desk operations, program activity, functional duties and workloads, and budget, the projected staff organization for *New Camarillo Library* will be as follows:

- 1.00 Senior City Librarian or Principal Librarian/Library Manager
- 1.00 Library Specialist/Children's Librarian
- 2.00 Librarian/Reference Librarian
- 1.00 Library Technician II/Technology Support & Reference
- 9.00 Library Technician I
- 1.00 Office Assistant 4/Circulation Manager
- 7.00 Page
- .50 Staff Services Specialist/Literacy Tutor

The Circulation Desk will have 2-3 assigned staff; Children's Desk will have 1 staff; Reference Desk will have 1-3 staff; Homework Center will have .5 staff for volunteer recruitment; Literacy Center will have Specialist 12 hours a week and volunteers; Technology Training Center and Public Access Computers will have 1 Library Technician II. Staff will be increased as population and demand grow to maximum capacity in 2020.

2. Number of Staff Workstations Needed

To alleviate one of the worst constraints of the existing Camarillo Library facility, library staff needs adequate workspace to allow for comfortable, efficient and productive workflow. Supervisory staff need private offices to handle personnel and other confidential matters, hold meetings and reduce disturbance within the overall work environment. Staff work areas must be organized, well equipped and allow for flexible and easy movement to public service desks. Staff also has long-deserved a conference room, an employee break room and storage space.

Staff workstation space for public, office and workroom areas will be allocated in the new library facility to meet the service level planned for 2020. Service desks must be visually prominent with counters and workstations facing out to the public. The Circulation Desk must be spacious enough to accommodate busy counter use, checkout activity, cash registers, shelving and generous queuing space for the public. It will have 3 workstations and a total of 714 square feet. Adjacent to the Circulation Desk will be an area of 616 square feet for Sorting, Returns and Deliveries and 2 self-checkout units.

With the expanded space and collections for children, a specialized Children's Desk will be needed with 3 workstations in 165 square feet. The Children's Reference Collection and self-checkout unit will be adjacent to the service desk. Because a second floor is planned, a Reference Desk with space for 3 workstations in 228 square feet will be needed. This service desk will have computer equipment, shelving and counter space, and adjacent reference collection and adult computers for efficient staff assistance.

On the first floor, private staff offices will be designated for the Library Manager, Circulation Supervisor and the Literacy Program. Other staff, whose responsibilities require a desk and computer access, will be allocated 11 modular workstations grouped together for effective wiring and

cabling. Some staff and volunteers will be provided with an open workstation for common use or a simple worktable or counter. Space must also be provided for mending, periodical check-in, copying and faxing. The total first floor modular and open work areas for staff and volunteers are 845 square feet. On the second floor, staff is allocated 681 square feet of workspace.

Appendix F of this section, "Camarillo Library Facility Space Requirements Summary," from the *Building Program* prepared by KPA, provides a list of all space allocations for the proposed new library.

3. Staff Office and Workstation Space Needs

In order to translate the staff office and workstation needs into space needs, the amount of space needed for the number of staff, functions and activities in each work area was calculated into square footage. Workspace calculations took into account the placement and use of all furniture, storage and equipment. Patron and staff foot traffic and circulation, handicapped access, ergonomics, adjacent or related activities, additional equipment, clearance for book trucks, security and many other considerations were included.

Staff workstations at service desks were calculated at 60 square feet each. Private offices with desk furniture, lateral file, side chairs and table were allocated 150 square feet each. Workstation modules for staff in the non-public work areas were calculated at 64 square feet each to allow for desk work surface, computer, printer, file drawers, overhead shelving, task chair and parking of one book truck.

For small group meetings of staff, volunteers, the Friends, the School-Library Joint Venture Team and other community groups, a conference room will be provided for the first time. This space was measured at 500 square feet to accommodate a conference table and 22 seats. This room will serve as the training headquarters for the Staff Development component of the joint venture program with the Pleasant Valley School District.

Staff will also finally have a break room with kitchen appliances, lockers and table seating. The break room is allocated 365 square feet to allow for the relaxation and privacy of 8 to 10 people, as well as for some distance from food preparation.

Additional space will be provided for supplies, storage and entry/delivery. Storage is planned on both floors. The first floor has 143 square feet allocated for library supplies and equipment storage, 80 square feet for custodial supplies, and 100 square feet for building maintenance storage. The second floor has 25 square feet for library and custodial supplies. The staff and deliveries entrance has an allocation of 172 square feet.

A complete explanation of space needs, utilization and calculations for assigning all staffing areas is provided in Part V. "Space Descriptions" of the *New Camarillo Library Building Program*, prepared by Kathryn Page Associates in March 2002. For a listing of all space needs calculated for the new library, please refer to Appendix E of this section, "Camarillo Library Facility Space Requirements Summary," also prepared by KPA.

VI. E. Community Meeting Room

1. Capacity and Use of Community Meeting Room

Camarillo Library has successful events throughout the year that can no longer be accommodated in its existing community meeting room. The Don Adolfo Room has a seating capacity of 60 persons and no kitchen or storage facilities. It is also dull and unattractive in appearance. The library's joint Author Days with Pleasant Valley School District and Friends Book Sales and other Fundraisers must be either limited in scope or held in offsite locations. Moreover, the library is precluded from holding receptions, cultural exhibits and performances, and large group presentations of any kind.

The proposed *New Camarillo Library* will have one larger Community Program Room that will allow the library to flourish as a cultural institution in the community. This facility will be 3,175 square feet in total size and accommodate portable seating for up to 200 persons. It will provide for a speaker space and a kitchen/refreshment preparation area. Adjacent to the community room will be a small patron conference room of 430 square feet with a table and seating for 12. Also adjacent will be a storage room of 300 square feet to keep stacking chairs, folding tables and AV equipment.

This large meeting room will be equipped with controlled lighting, video projection and sound equipment. Wiring and cabling will support audiovisual and telecommunication activities. With the use of a moveable podium, stacking chairs and folding tables, seating and standing arrangements will be moveable and flexible.

This new Community Program Room will help to fill the current void in the service area for gathering places for cultural and educational programs. It will allow the library to become a major focal point and sponsor of book events, readings, lectures, demonstrations, symposia, art and cultural exhibits, film presentations, and musical or dramatic performances.

2. Community Meeting Room Space Needs

The proposed 200-seat capacity was determined from past levels of Camarillo Library event participation, as well as the scope of its commitment to future library-sponsored cultural events for the community. In the past, author events have drawn audiences of 125 or more and book sales have been attended by hundreds. Moreover, there is a growing need and demand for cultural and educational activities for the diversity of age, ethnic and interest groups in the community.

The size of the Community Programming Room was calculated for a seating capacity of 200 persons at 15 square feet per stacking chair. The moveable speaker podium will be 25 square feet. The 150 square foot size of the kitchen space was determined with considerations for a commercial grade sink, microwave oven, work counter and storage cabinets. Storage room space was calculated to accommodate dollies for stacking chairs and tables and racks for A/V equipment.

VI. F. Special Purpose Space Needs

1. Homework Center

This space is designed to meet the universal need for after school homework and research activity by younger students and is one focal point of the joint venture *Camarillo Library Learning Center* programs with Pleasant Valley School District. The Homework Center will offer volunteer and staff homework assistance to individuals and small groups and will be furnished and equipped for academic and curriculum support.

The Homework Center will be a 924 square foot area separated by a glass wall and in close proximity to the Children's and Young Adult areas. It will have a staff desk, seating space for up to 16 persons, 10 computer workstations, 3 networked printers, supply cabinets and shelving for curriculum textbooks and reference material.

The staff desk is allocated 50 square feet. Seating at eight 2-place tables was calculated at 50 square feet each. The 10 sit-down computers were allocated 35 square feet each and the 3 printers, 12 square feet each. The 2 cabinets will be 20 square feet each, and the 4 sections of book shelving take up 48 square feet each.

2. Literacy Center

A Literacy Center will be established to respond to the large number of local residents who need help reading and language proficiency. It will also be a central feature of the *Camarillo Library Learning Center* and the joint programming with PVSD schools. This 583 square foot space will provide for quiet, comfortable and private literacy and academic tutoring for children, their families and independent adults. It will house a collection specialized books, tapes, compact discs, literacy workbooks and tutoring supplies.

The Literacy Center will be arranged with 2-place table seating and lounge seating for studying in pairs or small groups. The International Language collection will be adjacent to this area for bilingual literacy students. Space needs were calculated for eight 2-place tables with seating, at 50 square feet each. Two lounge sofas are allocated 60 square feet, 8 sections of shelving will take up 95 square feet, and a tutoring display unit will need 16 square feet.

3. Children's Storytelling Area

The current Camarillo Library has no space dedicated for children's storytelling. This activity is held in the Adolfo Room which is far from any children's seating or collections and outside of staff's visual supervision. The *New Camarillo Library* will alleviate this problem with a 632 square foot space dedicated for regular storytelling programs. This space will be closeable for noise separation during programs and carpeted for floor seating. It will be adjacent to the Children's service desk, picture books, parents collection, supplies and family restrooms.

Space needs were calculated to include floor seating for 50 children and their parents/care providers at 500 square feet. Another 20 square feet is provided for a storyteller stage, 72 square feet for 12 strollers at 6 square feet each, and 40 square feet for table book display.

4. Young Adults Area

The teen and young adult population is another high priority group with local library service needs that have gone unmet. In both the existing and the proposed new Camarillo Library, this age group is encourage to use the entire facility, but the current library has no area where young adult visitors can gather, work together and call their own. *New Camarillo Library* will dedicate a 1,019 square foot Young Adults Area that is uniquely designed with high-tech computer equipment, AV stations and other features important to youth ages 13 through 18.

This space will have relationship to the adult spaces and service desk, but will be set apart to allow for lively working activity and acoustic separation. Paperback and hardback books, magazines, CDs and DVDs, computers, visual displays and comfortable seating will be located in the area. Adjacent to this area would be public access computers and group study rooms for alternative activities. The Young Adults Area will provide seating for up to 20 visitors at three 4-place tables of 100 square feet each and 4 lounge chairs at 36 square feet each. Four computers will each require 35 square feet, 1 printer will need 12 square feet, and 2 audiovisual media stations will each need 35 square feet. Shelving for books, audiovisual material and magazines will require 353 square feet.

5. Group Study Rooms and Quiet Study Area

The current Camarillo Library has no separate spaces for quiet concentration, private tutoring or small group study and collaboration. Both students and business-professionals in the community need quiet work areas throughout the week and on weekends. Tutors and their students rely on library material and need quiet and enclosed spaces to be productive. The proposed new facility would provide 2 Group Study Rooms on the 1st floor and 3 Group Study Rooms and a Quiet Study Area on the 2nd floor.

Group Study Rooms would be visible to service desks, glass enclosed, acoustically separated, and furnished with table seating for up to six persons. Rooms will be wired and cabled for mobile computers and other electronic devices. Each Group Study Room will be 150 square feet, allowing for seating for 6 at 25 square feet each. The 1st floor study rooms would be in close proximity to the Young Adult Area with high usage expected by high school students.

In addition to the Group Study Rooms, the 2nd floor will also provide a 500 square foot Quiet Study Area designated for quiet individual reading and study. This area will have 1-place carrel seating with data ports for 20 individuals. The space allocation for this area is 25 square feet for each 1-place carrel.

6. Technology Training Center

This dedicated space for technology training and public access computer equipment will be a part of the *Camarillo Library Learning Center* and the joint venture with Pleasant Valley School District. Technology training is needed by public library staff and volunteers, school library media technicians, senior citizens and disadvantaged groups who have no computer access. Software classes and library technology cross-training for library and school personnel will be emphasized. A new Camarillo Library Technology Coordinator will be added to the staff organization of the proposed new library.

The Technology Training Center will be a 324 square foot space. It will have 6 computer workstations at 40 square feet each, 2 printers at 12 square feet each, an instructor's desk/workstation at 40 square feet, and a supply cabinet of 20 square feet.

7. Friends Book Store

The Friends of Camarillo Library operate an ongoing used book sale operation, in a costly offsite commercial space of 1500 square feet because the current library has no space for them. They collect a phenomenal 2500-4000 books each week. Book processing and selling is done by six to ten volunteers a day, in extremely cramped quarters. Nevertheless, the Friends are a major fundraiser to the library's collections, contributing \$60,000 a year.

To continue their program, the Friends need a highly visible space resembling a small bookstore near the main entrance. They also need a book donation drop-off point and a book sorting and storage area. The Friends Book Store is allocated 209 square feet of space for occupancy by 4-8 persons. Book shelving and display will need 120 square feet, sales counter and cash register will use 50 square feet, and display kiosk and announcement board will take up 39 square feet. The Friends Sorting Area will require a total of 2,199 square feet, including 1,500 square feet of shelving and sorting space, 430 square feet for book storage, 192 square feet for work counters, and 77 square feet for a modular workstation assigned to the book sale coordinator.

8. Library Cafe

Light refreshments of coffee, juice and light snacks were highly desirable to teens, teachers, business professionals and older patrons when describing the library of their choice. They cited the local Starbucks or the out of town Border's as catering to their needs. Moreover, the modern library is designed and equipped for longer visits by patrons. The small refreshment amenity thus provides a meaningful complement to the busy work activity, the quiet concentration, or just simply the enrichment and ambience of the library environment.

New Camarillo Library would have a 382 square foot casual food and drink area located near the entrance and run by a private concession. Seating will be at café tables in the lobby and perhaps in an adjoining outdoor terrace space. This area will need 200 square feet for 5 café tables and 20 seats, 100 square feet for food preparation, 32 square feet for self-service refrigeration units and 50 square feet for a sales counter with cash register.

VI. G. Non-Assignable Space

In order to meet the library service needs of a population of 95,000 through the year 2020, the total recommended building space for the *New Camarillo Library* is 65,621 gross square feet. The Net Assignable or Programmable Space in the proposed facility is 45,935 square feet based on an assignable-to-gross factor of 70%, as recommended by the American Library Association for buildings of 41,000-80,000 square feet. The Assignable space includes space allocations for collections, public seating, computers, meeting rooms, programming space, staff work areas and service desks.

The remaining 19,686 square feet or 30% is Non-Assignable Space. This space contains the building's lobby, stairs, elevators, mechanical systems, electrical and telecommunications service areas, storage rooms, public and staff restrooms and internal circulation space. The space allocations are designed to support the current and changing demands on library usage over the next twenty years and beyond.